

2010 Meeting Notices

Vol. 6

Historical Commission
Housing Authority
Human Services
ISWM Working
Jonathan Bourne Library, Trustees
Landfill Working Group
LEPC

mf
9/6/17

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

January 19, 2010 9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

**Historical Center work update
General Commission reports**

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

Signed

Thelma Rowe Loring
Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **December 31, 2009**

C: Town Clerk

2010 JAN 4 AM 11 18
TOWN CLERK'S OFFICE
BOURNE, MASS.

BOURNE HISTORICAL COMMISSION

30 Keene Street
Bourne, MA 02532
January 19, 2010

Meeting called to order at 9:08 AM by Chairman Donald Jacobs.

Present: Jean Campbell, Donald Ellis, Thelma Loring, Jack MacDonald, William Wright, Jr
and Associate Member Judith Riordan

Excused: Mary Reid

Absent: Associate Member Kathryn Harding

Guest: Diana Barth

Treasurer's Report: accepted as printed

Secretary's Minutes: there being no omissions or corrections, they were accepted as printed.

Thelma Loring reported an apparent theft of the envelope kept in the Archives for sales of our books; envelope is now kept a more secure place out of the public view and known only by 4 people.

Chairman's report:

Repairs to Jonathan Bourne Historical Center have been completed.

Jack MacDonald would like to meet with the Town Administrator to go over some of the repairs that have not been done. **Motion** made by Donald Ellis that the Chairman request a meeting for he and Mr. MacDonald with the Town Administrator regarding this matter. **Motion** seconded by Jack MacDonald and **carried**.

Donald Ellis:

1. CPA: One new application, from Town Archives, to continue work from previous one relating to glass negatives. He requested a **motion** to reaffirm the previous vote re applications from Bourne Society for Historic Preservation and Town Archives. William Wright, Jr. so moved, Thelma Loring seconded the motion. **Motion carried** with Jean Campbell abstaining.

2. Finance Committee wants the Historic Commission to submit a detailed report for any article submitted in 2011 Fiscal Year regarding a historic application for CPA funds. Chairman Donald Jacobs declared there will be no action taken on this request until rest of the CPC have also received one.

Jack MacDonald observed that the CPA funds are community funds.

3. Historic Registration future projects: asked for possibilities

4. Coady School and Hoxie School: Suggestion was made that the Commission draft a paper regarding the future use of these schools, and requested the input of the members.

Jack MacDonald:

Noted that a stone wall was recently removed for a building project.

William Wright, Jr. made the **motion**, seconded by Jack MacDonald, that Donald Ellis ask that stone structures be included in the Demolition Bylaw. **Carried**.

There being no further business, Chairman Jacobs declared the meeting adjourned at 9:55 AM.


Thelma Rowe Loring
Secretary/Treasurer

BOURNE, MASS
TOWN CLERK'S OFFICE
2010 JAN 22 PM 1:07

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

March 16, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

General Commission reports

Historical Center work discussion

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

2010 MAR 9 PM 4 02
TOWN CLERK'S OFFICE
BOURNE MASS

Signed



Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **March 5, 2010**

C: Town Clerk

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532


Public Hearing

A public hearing was held on March 16, 2010 at 10:00 a.m. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 32 Bournedale Road, Bournedale, MA Assessors Map 10, Parcel 23. Five permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis and Mary Reid. Also present was Margaret Every the applicant and Nathan Pickup the builder.

The request was to add a 14' x 24' addition to the dwelling.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 MAR 17 PM 2 33
TOWN CLERK'S OFFICE
Bourne, MA 02532

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 32 Bournedale Rd
Assessors Map 10, Parcel 23

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is for a 14'x24' addition.

DATE & TIME: Tuesday, March 16, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Feb. 24, 2010

2010 FEB 18 PM 3 19
TOWN CLERK'S OFFICE
BOURNE, MASS

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
March 16, 2010**

Chairman Donald Jacobs was unable to call the meeting to order as there was not a quorum present.

Present: Donald Ellis, Thelma Loring and William Wright, Jr.
and Associate Member Judith Riordan

Excused: Jean Campbell, Mary Reid

Absent: Jack MacDonald and Associate Member Kathryn Harding

Guest: Diana Barth

Thelma Rowe Loring
Thelma Rowe Loring
Secretary / Treasurer

BOURNE HISTORICAL COMMISSION
TOWN CLERK'S OFFICE

2010 MAR 22 PM 12 14

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 55 Puritan Road
Assessors Map 19.4 Parcel 294

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to extend basement and replace
foundation, add attached greenhouse

DATE & TIME: Tuesday, March 23, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
March 10, 2010

2010 MAR 3 PM 3 04
TOWN CLERK'S OFFICE
BOURNE, MASS.

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532

Public Hearing

A public hearing was held on March 23, 2010 at 10:00 a.m. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 55 Puritan Road, Buzzards Bay, MA Assessors Map 19.4, Parcel 294. Six permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell and Jack MacDonald. Also present was Nathan Dill the applicant.

The request was to add 250sf of greenhouse and extend full basement under existing porch.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 MAR 25 AM 10 19
TOWN CLERK'S OFFICE
0930 100000

**TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE**

2010 APR 7 PM 2 57

TELECOMMUNICATIONS OFFICE
508-759-0615

84 Mayflower Rd.
Assessors Map 4.4 Parcel 33

PROPOSAL:

Bourne General Bylaws Section 3.14 - Demolition of Historic Structures. The property has been deemed a historic "Significant Building" as defined in the bylaw. Determination whether the building should be preserved will be made. Project is to demo and rebuild the porch.

DATE & TIME:

Tuesday, April 27, 2010 at 10:30 A.M.

PLACE:

Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town Hall from 8:30-4:30, Monday - Friday. 508-759-0615. Written comments in advance are welcome and should be sent to Coreen Moore, Town Planner. All persons desiring to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
April 14, 2010

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 APR 7 PM 2 57

TOWN CLERK'S OFFICE:
LOCATION: 25 Washington Ave
Assessors Map 23.1, Parcel 22

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of Historic Structures. The property has been deemed a historic "Significant Building" as defined in the bylaw. Determination whether the building should be preserved will be made. Project is to demo/rebuild garage.

DATE & TIME: Tuesday, April 27, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town Hall from 8:30-4:30, Monday - Friday. 508-759-0615. Written comments in advance are welcome and should be sent to Coreen Moore, Town Planner. All persons desiring to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
April 14, 2010

Bourne Historical Commission

30 Keene Street

Bourne, MA 02532

Public Hearing

A public hearing was held on April 27, 2010 at 10:30 AM hearing was held pursuant to Town of Bourne general

bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 84 Mayflower Rd. Sagamore

Beach, MA. Assessors Map 4.4 Parcel 33. Six permanent members of the Historical Commission were in

attendance Donald Jacobs, Thelma Loring, Donald Ellis, William Wright, Mary Reid and Jack MacDonald. Also

was the applicant.

The request was to demolish the existing deck/porch and replace with a new one in same foot print.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the

historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an

opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman

Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission.

2010 APR 30 AM 10 42
TOWN CLERK'S OFFICE

Bourne Historical Commission

30 Keene Street

Bourne, MA 02532

Public Hearing

A public hearing was held on April 27, 2010 at 10:00 AM hearing was held pursuant to Town of Bourne general

bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 25 Washington Ave. Buzzards

Bay, MA. Assessors Map 23.1 Parcel 22. Six permanent members of the Historical Commission were in

attendance Donald Jacobs, Thelma Loring, Donald Ellis, William Wright, Mary Reid and Jack MacDonald. Also

was William Lockwood for the applicant.

The request was to demolish the existing garage and replace with a new one.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the

historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an

opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman

Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission.

2010 APR 30 AM 10 42
TOWN CLERK'S OFFICE

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

Public Hearing

A public hearing was held on May 11, 2010 at 10:00 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 35 Lincoln Ave., Buzzards Bay, MA. Assessors Map 23.1, Parcel 2. Seven permanent members of the Historical Commission were in attendance Donald Jacobs, Thelma Loring, Donald Ellis, William Wright, Mary Reid, Jean Campbell and Jack MacDonald. Also present was the applicant James McLaughlin.

The request was to demolish the existing garage and replace with a new one in the same foot print.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. A motion was made and seconded to grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner,
Petitioner, Historical Commission

2010 MAY 12 PM 10 49
TOWN CLERK'S OFFICE
BOURNE, MA 02332

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 15 Chapel Ave.
Assessors Map 30.4, Parcel 222

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to replace two original dormers.

DATE & TIME: Tuesday, May 17, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
May 5, 2010

2010 APR 28 PM 1 06
TOWN CLERK'S OFFICE

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

May 18, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

Review all CPA projects

Discussion re Center project

General Commission reports

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

Signed



Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **April 28, 2010**

C: Town Clerk

2010 APR 29 PM 2 34
TOWN CLERK'S OFFICE
Bourne, MA 01939

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
May 18, 2010**

Chairman Donald Jacobs called the meeting to order at 9:05 AM.

Present: Jean Campbell, Donald Ellis, Thelma Loring, Jack MacDonald and William Wright, Jr.

Associate Members: Gioia Dimock, Neil Langille

Excused: Mary Reid and Associate Member Judith Riordan

Absent: Associate Member Kathryn Harding

Guest: Diana Barth

Secretary's Minutes of the previous meeting were approved as printed.

Treasurer's Report was approved as printed.

Reports:

Jacobs: railings on the handicapped ramp were being installed

Ellis:

1 - A 1-year appointment by Donald Jacobs has been submitted to the Board of Selectmen, as he has decided that he would like to continue through the completion of restoration to the Center.

2 - Unfinished CPA projects: Center - railings and security lights on the Center, Burial Hill clearing, moving the memorial stones from West End Rotary to Town Hall flagpole, Monument at Town Hall and the fact that it does not seem feasible to repair the steps as structure itself is structurally sound.

MacDonald:

1 - again brought up the trimming of trees, etc from the pillars on Douglas Ave, off of Shore Rd. in Monument Beach

2 - asked to give a slide show as a Commission member, using Commission material

3 - 2 vacant school buildings - future use and mowing of lawns

Ellis:

1 - the school buildings are being surveyed now by the town as to best possible use

2 - a meeting is to be scheduled with a representative of the Cataumet Schoolhouse and the Bournedale Schoolhouse

3 - future houses to be possibly considered for National Historic Registration:

Woods in Pocasset, Keith and Burgess in Sagamore, Keene in Bourne.

4 - will discuss the matter of the lawn mowing with the superintendent

Jacobs said that Corrine Moore has been very helpful with the National Historic Registration forms.

There being no more business, the meeting was adjourned at 10:05 AM.

2010 JUN 4 PM 12 17

Thelma Rowe Loring
Thelma Rowe Loring
Secretary / Treasurer

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 MAY 20 PM 1 47

TOWN CLERK'S OFFICE
Bourne, MA

LOCATION: 7 Wolf Rd
Assessors Map 19.3, Parcel 126.2

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to add a second floor to the cottage.

DATE & TIME: Tuesday, June 8, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
May 26, 2010

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

Public Hearing

A public hearing was held on June 8, 2010 at 10:00 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 7 Wolf Road, Buzzards Bay, MA. Assessors Map 19.3, Parcel 126.2. Six permanent members of the Historical Commission were in attendance Donald Jacobs, Thelma Loring, Donald Ellis, William Wright, Mary Reid, and Jean Campbell. Also present was the applicant Ronald Matheson.

The request was to renovate existing cottage.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. A motion was made and seconded to grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner,
Petitioner, Historical Commission

2010 JUN 8 PM 3 20
TOWN CLERK'S OFFICE
30 KEENE ST. BOURNE, MA 02332

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 14 Oak Ave.
Assessors Map 51.4, Parcel 15

PROPOSAL: Bourne General Bylaws Section 3:14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to demo & rebuild garage in same
footprint.

DATE & TIME: Tuesday, June 15, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
June 1, 2010

2010 MAY 17 PM 3 24
TOWN CLERK'S OFFICE
DO NOTED

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 70 Gilder Rd
Assessors Map 26.1 Parcel 81

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to extend existing dormers.

DATE & TIME: Tuesday, June 15, 2010 at 10:30 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
June 2, 2010

TOWN CLERK'S OFFICE
2010 JUN 1 AM 10 48

~~TOWN CLERK'S OFFICE
2010 MAY 31 PM 9 56~~

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 70 Gilder Rd
Assessors Map 26.1 Parcel 81

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to extend existing dormers.

DATE & TIME: Tuesday, June 15, 2010 at 10:30 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
June 2, 2010

TOWN CLERK'S OFFICE
2010 JUN 1 PM 10 48

~~TOWN CLERK'S OFFICE
2010 MAY 31 PM 9 56~~

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

2010 JUN 16 PM 1 59

TOWN CLERK'S OFFICE

TELEPHONE ROOM

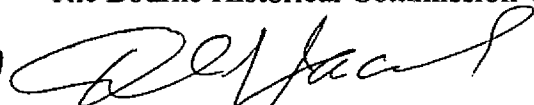
Public Hearing

A public hearing was held on June 15, 2010 at 10:30 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 70 Gilder Rd., Gray Gables MA. Assessors Map 26.1, Parcel 81. Four permanent members of the Historical Commission were in attendance Donald Jacobs, Donald Ellis, William Wright, Mary Reid. Thelma Loring and Jack MacDonald were excused. Also present was Jared Kent for the applicant.

The request was to extend existing dormer three feet on each side.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. A motion was made and seconded to grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner,
Petitioner, Historical Commission

2010 JUN 16 PM 1 59
TOWN CLERK'S OFFICE
Bourne, MA

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

Public Hearing

A public hearing was held on June 15, 2010 at 10:00 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 14 Oak Ave. Cataumet, MA. Assessors Map 51.4, Parcel 15. Four permanent members of the Historical Commission were in attendance Donald Jacobs, Donald Ellis, William Wright, Mary Reid. Thelma Loring and Jack MacDonald were excused. Also present was the applicant Peter Lambert.

The request was to remove and rebuild garage on same foot print.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. A motion was made and seconded to grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner,
Petitioner, Historical Commission

2010 JUN 21 AM 11:11
TOWN CLERK'S OFFICE
BOURNE
TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 51 Squeteague Harbor Rd
Assessors Map 51.3, Parcel 58

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to install new foundation and to
relocate garage.

DATE & TIME: Tuesday, July 13, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
June 30, 2010

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

Public Hearing

A public hearing was held on July 13, 2010 at 10:00 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 51 Squeteague Harbor Rd., Cataumet MA. Assessors Map 51.3, Parcel 58. Seven permanent members of the Historical Commission were in attendance Donald Jacobs, Donald Ellis, William Wright, Mary Reid, Thelma Loring, Jack MacDonald and Jean Campbell. Also present was John Priestly for the applicant.

The request was to remove rotted skirt boards around crawl space to allow access for measurements for new foundation. Install new foundation and move garage as shown on plan.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. A motion was made and seconded to grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner,
Petitioner, Historical Commission

TOWN CLERK'S OFFICE

2010 JUL 14 AM 10 09

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

July 20, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

Election of Officers

Review changes to Open Meeting Law

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

Signed

Thelma Rowe Loring
Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **June 30, 2010**

C: Town Clerk

2010 JUN 30 AM 8 52
TOWN CLERK'S OFFICE
Bourne, MA 01901

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
July 20, 2010**

Chairman Donald Jacobs called the meeting to order at 9:25 AM.

Present: Donald Ellis, Thelma Loring, and William Wright, Jr.

Associate Members: Judith Riordan, Gioia Dimock, Neil Langille

Absent: Jean Campbell, Jack MacDonald and Mary Reid

Election of Officers: William Wright, Jr. made the **motion** to retain the same slate of officers; seconded by Donald Ellis; **carried**.

Old Business:

Jacobs: Burial Hill is a project of long duration, and CPA awarded the Commission \$10,000 and \$1,000 was donated to the Commission several years ago for this purpose. Dept. of Public Works has not been able to schedule this project, so he asked Mr. Ellis to ask the Town Administrator for the bid procedure to start on this project.

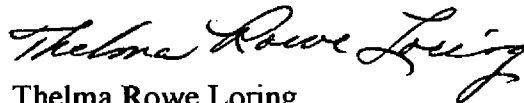
Jacobs: Historical Center roof: asked Mr. Ellis to contact the Town Administration that the Board wants to start bids for this project also.

New Business:

Ellis:

CPA budget suggestions: Archives – computer; Historical Center: sound system, signage; Aptuxet Trading Post, preservation of the chimney; Windmill and Salt Works, preservation by power washing and staining of shingles; Cleveland Railroad Station, move to new location nearer Aptuxet Rd, onto a foundation with storage space.

There being no further business, the meeting was adjourned at 9:48 AM.



Thelma Rowe Loring
Secretary / Treasurer

2010 JUL 26 PM 12 18
TOWN CLERK'S OFFICE

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 15 Lincoln Avenue
Assessors Map 23.1, Parcel 12

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to repair/replace roofs, dormers,
deck and other as per building permit application.

DATE & TIME: Tuesday, August 10, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
July 28, 2010

2010 JUL 21 PM 1 07

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 15 Lincoln Avenue
Assessors Map 23.1, Parcel 12

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to repair/replace roofs, dormers,
deck and other as per building permit application.

DATE & TIME: Tuesday, August 10, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
July 28, 2010

2010 JUL 21 PM 1 07
TOWN CLERK'S OFFICE
100 N. MAIN ST.
BOURNE, MA 02532

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532

2010 AUG 12 AM 10 14

TOWN CLERK'S OFFICE
2010 AUG 12

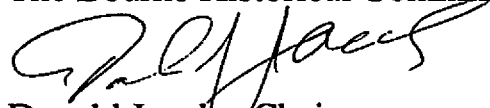
Public Hearing

A public hearing was held on August 10, 2010 at 10:00 a.m. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 15 Lincoln Ave., Buzzards Bay, MA Assessors Map 23.1, Parcel 12. Seven permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell, Mary Reid and Jack MacDonald . Also present was Michael D'Angelo the applicant.

The request was to make needed repairs to roof of dwelling , remove existing porch roof and frame new flat roof, remove and reframe existing dormers. Cut in shed dormer in existing roof.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.


Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board,
Town Planner, Petitioner, Historical Commission

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 AUG 9 PM 1 43

TOWN CLERK'S OFFICE
Bourne, MA

LOCATION: 892 Sandwich Rd
Assessors Map 12.3, Parcel 22

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to replace garage.

DATE & TIME: Tuesday, August 24, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
August 11, 2010

Bourne Historical Commission
30 Keene Street
Bourne, MA 02332

Public Hearing

A public hearing was held on August 24, 2010 at 10:00 AM, hearing was held pursuant to Town of Bourne general bylaw section 3.14 "Demolition of Historic Structures." Location of subject property 892 Sandwich Road, Sagamore MA. Assessors Map 12.3, Parcel 22. Six permanent members of the Historical Commission were in attendance Donald Jacobs, Donald Ellis, William Wright, Mary Reid, Thelma Loring, and Jean Campbell. Also present was Matt Toy the applicant.

The request was to remove and replace existing garage, however the garage was removed several years ago and replaced with a new building. This was done without a building permit or commission hearing.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had an opportunity to speak. The following motion was made and seconded, "Information given by Mr. Toy states the old garage was taken down several years ago due to its condition, and a new structure was placed in its place. This vote does not relieve the applicant from complying fully with all of Bourne Zoning Bylaws and applies to the original structure."

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 AUG 26 AM 10 20
TOWN CLERK'S OFFICE

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 165 Presidents Rd
Assessors Map 26.1, Parcel 145

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to add a dormer and change interior
staircase to exterior.

DATE & TIME: Tuesday, Sept. 14, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Sept. 1, 2010

2010 AUG 25 PM 4 11
TOWN CLERK'S OFFICE

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532

Public Hearing

A public hearing was held on Sept. 14, 2010 at 10:00 A.M. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 165 Presidents Road, Gray Gables, MA, Assessors Map 26.1, Parcel 145. Six permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell and Jack MacDonald . Also present was James Halliday the contractor.

The request was to add dormer and change interior staircase to exterior.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 SEP 17 AM 10 08
TOWN CLERK'S OFFICE
BOURNE, MA 02532

emailed 8/26/10

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

LOCATION: 208 County Rd
Assessors Map 27 Parcel 46

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to demolish garage.

DATE & TIME: Tuesday, Sept. 14, 2010 at 10:30 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Sept. 1, 2010

2010 AUG 26 PM 2 29
TOWN CLERK'S OFFICE

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532

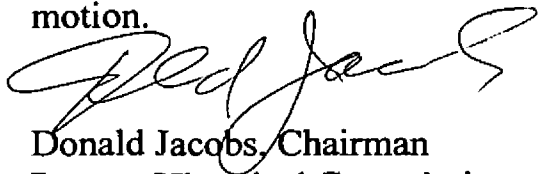
Public Hearing

A public hearing was held on Sept. 14, 2010 at 10:30 A.M. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 208 County Road, Bourne, MA, Assessors Map 27, Parcel 46. Six permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell and Jack MacDonald . Also present was Michael Praino the applicant.

The request was to remove screen house and garage..

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 SEP 17 AM 10 08
TOWN CLERK'S OFFICE
BOURNE, MA 02532

MEETING NOTICE

2010 NOV 2 AM 4 22

TOWN OF BOURNE

TOWN CLERK'S OFFICE
BOURNE, MASS

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

September 16, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

Meeting Called to Order

Secretary/Treasurer's Reports

Chairman's Report

Old Business

New Business

Adjournment

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

Signed


Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **November 1, 2010**

C: Town Clerk

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

September 21, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

Open Meeting

Secretary/Treasurer's Reports

Chairman's Report

Old Business

New Business

Adjournment

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

Signed

Thelma Rowe Loring
Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **September 1, 2010**

C: Town Clerk

2010 SEP 3 AM 11 52
TOWN CLERK'S OFFICE

emailed 8/30/10

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 AUG 31 PM 2 02

TOWN CLERK'S OFFICE
LOCATION: 9 Old Bridge Rd
Assessors Map 20.3, Parcel 120

PROPOSAL: Bourne General Bylaws Section 3.14 - Demolition of
Historic Structures. The property has been deemed a
historic "Significant Building" as defined in the bylaw.
Determination whether the building should be preserved
will be made. Project is to add to the second floor.

DATE & TIME: Tuesday, Sept. 21, 2010 at 10:00 A.M.

PLACE: Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town
Hall from 8:30-4:30, Monday - Friday. 508-759-0615.
Written comments in advance are welcome and should be
sent to Coreen Moore, Town Planner. All persons desiring
to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Sept. 8, 2010

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532

Public Hearing

A public hearing was held on September 21, 2010 at 10:00 A.M. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 9 Old Bridge Rd., Buzzards Bay, MA Assessors Map 20.3, Parcel 120. Six permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell and Jack MacDonald . Also present was the applicants builder.

The request was addition to second floor of dwelling.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 SEP 23 AM 11 05
TOWN CLERK'S OFFICE

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
September 21, 2010**

Chairman Donald Jacobs called the meeting to order at 9:10 AM.

Present: Jean Campbell, Donald Ellis, Thelma Loring, Jack MacDonald and William Wright, Jr.

Absent: Mary Reid

Associate Members: Judith Riordan **Excused:** Gioia Dimock, Neil Langille

Secretary's Minutes: Mr. MacDonald asked that in light of the fact that he sometimes is busy at the time of the meeting, he would like to be listed as Excused rather than Absent. The Chairman said that for him not to be listed as Absent, he must notify him or the Secretary that he would not be able to attend, that this is the standard procedure. There being no other objections or corrections, the minutes of the previous meeting held on July 20, 2010 were **approved** as printed.

Chairman's Report: Stated that the delay in restoration of the roof on the Center is unacceptable, and that it should be accomplished before winter. Mr. Ellis said that there has been no communication from the Town Administrator regarding this matter.

Old Business:

Ellis: Town council has decided that the intent of Emily Bourne's will was to help with the library and not the historical building. Comments were negative as to this conclusion.

MacDonald: He has researched the town records as to who owns the stone pillars on the corner of County Road and Douglas Avenue in Monument Beach. They are half on town property and the other are half are on private property. The town agrees to clear their half and he volunteered to contact the owners.

Ellis: The Herring Run tribe members have volunteered to work with the town to clean up Burial Hill.

MacDonald: Voiced his concern about the cut of land done by the owner of the motel that was razed in Bournedale.

New Business:

Ellis: Asked the members about possible uses / razing of the Hoxie School and the Coady Schools. Mrs. Riordan suggested that any developer should be asked to preserve the exteriors.

Loring: Since the local television show, *The Trivia Show* often purchase our pictorial albums as prizes for the show, and promote the book when it is awarded to the winner. Since they pay full price, she asked that they be given a discount; the sum of \$20 / book was approved.

There being no further business, the **motion** was made by Donald Ellis, seconded by Jack MacDonald, that the meeting be adjourned at 9:45 AM.


Thelma Rowe Loring
Secretary / Treasurer

TOWN CLERK'S OFFICE

2010 SEP 28 PM 12 37

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
September 21, 2010**

CORRECTED MINUTES

Chairman Donald Jacobs called the meeting to order at 9:10 AM.

Present: Jean Campbell, Donald Ellis, Thelma Loring, Jack MacDonald and William Wright, Jr.

Absent: Mary Reid

Associate Members: Judith Riordan **Excused:** Gioia Dimock, Neil Langille

Secretary's Minutes: Mr. MacDonald asked that in light of the fact that he is always busy at the time of the meeting, he would like to be listed as Excused rather than Absent. The Chairman said that for him not to be listed as Absent, he must notify him or the Secretary that he would not be able to attend, that this is the standard procedure. There being no other objections or corrections, the minutes of the previous meeting held on July 20, 2010 were **approved** as printed.

Chairman's Report: Stated that the delay in restoration of the roof on the Center is unacceptable, and that it should be accomplished before winter. Mr. Ellis said that there has been no communication from the Town Administrator regarding this matter.

Old Business:

Ellis: Town council has decided that the intent of Emily Bourne's will was to help with the library and not the historical building. Comments were negative as to this conclusion.

MacDonald: He has researched the town records as to who owns the stone pillars on the corner of County Road and Douglas Avenue in Monument Beach. They are half on town property and the other are half are on private property. The town agrees to clear their half and he volunteered to contact the owners.

Ellis: The Herring Run tribe members have volunteered to work with the town to clean up Burial Hill.

MacDonald:

1 - Voiced his concern about the cut of land done by the owner of the motel that was razed in Bournedale.

2 - *Protested the "useless demo delay hearing" held on August 24th for the demo of a garage at 892 Sandwich Rd, Sagamore that had taken place in 2004 but was prior to the enactment of the town's Demolition Bylaw in 2006. He "requested we consider getting town counsel's opinion on that matter."* However the members were not in agreement and no further action was taken.

New Business:

Ellis: Asked the members about possible uses / or razing of the Hoxie School and the Coady Schools. Mrs. Riordan suggested that any developer of the Hoxie school should be asked to preserve the exterior.

Loring: Since the local television show, *The Trivia Show* often purchases our pictorial albums as prizes for the show and promotes the book when it is awarded to the winner. Since they pay full price, she asked that they be given a discount; the sum of \$20 / book was approved.

There being no further business, the **motion** was made by Donald Ellis, seconded by Jack MacDonald, that the meeting be adjourned at 9:45 AM.



Thelma Rowe Loring
Secretary / Treasurer

TOWN CLERK'S OFFICE
2010 NOV 23 PM 1:23

emailed 10/5/10

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 OCT 5 AM 10 46

TOWN CLERK'S OFFICE
LOCATION:

25 Armory Rd
Assessors Map 19.4, Parcel 175

PROPOSAL:

Bourne General Bylaws Section 3.14 - Demolition of Historic Structures. The property has been deemed a historic "Significant Building" as defined in the bylaw. Determination whether the building should be preserved will be made. Project is to raise the roof and increase second floor.

DATE & TIME:

Tuesday, Oct. 26, 2010 at 10:00 A.M.

PLACE:

Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town Hall from 8:30-4:30, Monday - Friday. 508-759-0615. Written comments in advance are welcome and should be sent to Coreen Moore, Town Planner. All persons desiring to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Oct. 14, 2010

TOWN OF BOURNE

2010 OCT 25 PM 3:45
Bourne Historical Commission
PUBLIC HEARING NOTICE

TOWN CLERK'S OFFICE

BOURNE, MASS

LOCATION:

4 Wolf Road
Assessors Map 20.4, Parcel 174

PROPOSAL:

Bourne General Bylaws Section 3.14 - Demolition of Historic Structures. The property has been deemed a historic "Significant Building" as defined in the bylaw. Determination whether the building should be preserved will be made. Project is to remove knee walls, add full walls & roof.

DATE & TIME:

Tuesday, Nov. 9, 2010 at 10:00 A.M.

PLACE:

Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town Hall from 8:30-4:30, Monday - Friday. 508-759-0615. Written comments in advance are welcome and should be sent to Coreen Moore, Town Planner. All persons desiring to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Oct. 27, 2010

Bourne Historical Commission

30 Keene Street

2010 NOV 9 PM 11 19 Bourne, MA 02532

TOWN CLERK'S OFFICE

Public Hearing

A public hearing was held on November 9, 2010 at 10:00 a.m. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 4 Wolf Road, Buzzards Bay, MA Assessors Map 20.4, Parcel 174. Six permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Jean Campbell and Jack MacDonald . Also present was Brian Curran.

The request was to remove knee walls and add full walls and add new roof.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

MEETING NOTICE

TOWN OF BOURNE

Board, Committee or Commission

Historical Commission

Schedule of Regular Meetings

Date

Time

Place

November 16, 2010

9:00 AM

**Jonathan Bourne Historical Center
30 Keene St, Bourne**

Agenda Items

Meeting Called to Order

Secretary/Treasurer's Reports

Chairman's Report

Old Business

New Business

Adjournment

Notice of Special Meeting (include Date, Time and Place)

Notice of Cancellation of Meeting (Specify Meeting Being Cancelled)

2010 NOV 5 AM 1 20
TOWN CLERK'S OFFICE
BOURNE, MASS.

Signed *Thelma Rowe Loring*
Thelma Rowe Loring

Title **Secretary / Treasurer**

Date: **November 4, 2010**

C: Town Clerk

BOURNE HISTORICAL COMMISSION

**30 Keene Street
Bourne, MA 02532
November 16, 2010**

Chairman Donald Jacobs called the meeting to order at 9:10 AM.

Present: Jean Campbell, Donald Ellis, Thelma Loring, Jack MacDonald and William Wright, Jr.

Absent: Mary Reid

Associate Members: Excused: Neil Langille **Absent:** Judith Riordan, Gioia Dimock

Chairman's Report:

Contract for roof bids have gone out.

MacDonald asked if Commission could request a copy.

Ellis: Town Administrator is negative about that.

Secretary's Reports:

Jack MacDonald made a correction to the minutes which pertained to the omission of his statement at the September 21st meeting re the "useless" Demolition Delay hearing held August 24th.

Motion made by Donald Ellis, seconded by William Wright, Jr. that the minutes be approved; **carried.**

Old Business:

Ellis: led a general discussion regarding the Cataumet School House and the Coady School.

MacDonald: Asked about the status of CPC historical projects; Donald Ellis said that it was his understanding that a full report would be given out at the next CPC meeting.

Jacobs: discussion as to obtaining bids from private contractors for the Burial Hill cleanup.

Ellis: to obtain legal advice regarding procedures.

Members agreed verbally to this project.

New Business:

Ellis: At the next CPC meeting he is going to return funds allocated for restoration for the Soldiers and Sailors Monument to the CPC historic fund; all bids were well over the amount allocated for the project.

He reviewed the status of the other historic projects, a couple of which are being used and a hold on some that are not completed yet.

Loring: Suggested that all of the tapes of Board of Selectmen meetings should be recorded on DVDs so as to prevent any more deterioration. *Donald Ellis will investigate if there are funds that can be used for this town project.*

Wright: Asked about the location of the old schoolhouses in Cataumet and Pocasset. Donald Jacobs told about the ones in Cataumet, but one location of the 3 in Pocasset is not known by members.

There being no further business, the meeting was adjourned at 11:00 AM.

2010 NOV 23 PM 2 15
TOWN CLERK'S OFFICE
BOURNE, MA 02532


Thelma Rowe Loring
Secretary / Treasurer

TOWN OF BOURNE
Bourne Historical Commission
PUBLIC HEARING NOTICE

2010 NOV 2 PM 10 25

TOWN CLERK'S OFFICE

LOCATION: 45 Hope Ave, Pocasset

Assessors Map 43.3 Parcel 140

PROPOSAL:

Bourne General Bylaws Section 3.14 - Demolition of Historic Structures. The property has been deemed a historic "Significant Building" as defined in the bylaw. Determination whether the building should be preserved will be made. Project is to demo & rebuild house.

DATE & TIME:

Tuesday, Nov. 23, 2010 at 10:30 A.M.

PLACE:

Bourne Historical Center
30 Keene Street
Bourne, MA 02532

Plans may be viewed at the Planning Board office at Town Hall from 8:30-4:30, Monday - Friday. 508-759-0615. Written comments in advance are welcome and should be sent to Coreen Moore, Town Planner. All persons desiring to be heard on this matter should appear at the hearing.

Bourne Courier Publishing Dates:
Nov. 10, 2010

Bourne Historical Commission
30 Keene Street
Bourne, MA 02532


Public Hearing

A public hearing was held on November 23, 2010 at 10:30 A.M. hearing was held pursuant to Town of Bourne general bylaw Section 3.14 "Demolition of Historic Structures." Location of subject property 45 Hope Ave., Pocasset, MA Assessors Map 43.3, Parcel 140. Five permanent members of the Historical Commission were in attendance Donald Jacobs, William Wright, Thelma Loring, Donald Ellis, Mary Reid, Jack MacDonald was excused. Also present was Kenneth and Noreen Jefferies the applicants.

The request was to raise the existing house and garage and replace with new home and garage.

A discussion ensued regarding this request and it was decided that the request would not be detrimental to the historical or architectural heritage of the Town of Bourne. The chairman closed the discussion after all had had an opportunity to speak. A motion was made and seconded: To grant the applicants request.

The Bourne Historical Commission voted unanimously to approve the motion.



Donald Jacobs, Chairman
Bourne Historical Commission

Copies to: Town Administrator, Town Clerk, Building Inspector, Planning Board, Town Planner, Petitioner, Historical Commission

2010 NOV 29 AM 10 05
TOWN CLERK'S OFFICE

MEETING NOTICE

TOWN OF BOURNE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Thursday, January 21, 2010

Time: 8:30 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA**

Agenda Items:

Minutes, Treasurer's Report, Program Update, Resident's Report, Old Business, New Business and any and all business that may come before its members.

**Signed: Barbara Thurston
Barbara Thurston, Executive Director**

January 18, 2010

cc: Town Clerk

2010 JAN 19 AM 5 44
TOWN CLERK'S OFFICE
BOURNE, MASS.

MEETING NOTICE

TOWN OF BOURNE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Wednesday, February 17, 2010

Time: 8:30 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA**

Agenda Items:

Minutes, Treasurer's Report, Program Update, Resident's Report, Old Business, New Business and any and all business that may come before its members.

Signed:


Barbara Thurston, Executive Director

February 12, 2010

cc: Town Clerk

2010 FEB 12 AM 10 54
TOWN CLERK'S OFFICE
BOURNE, MASS

SPECIAL MEETING NOTICE

BOARD: Bourne Housing Authority

NOTICE OF SPECIAL MEETING TO BE HELD:

Date: Wednesday, February 24, 2010

Time: 8:00 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA 02559**

Agenda Item: To discuss application for CPA funds

**Signed: Barbara Thurston
Barbara Thurston
Executive Director**

Date: February 19, 2010

cc: Town Clerk

2010 FEB 19 PM 3 50
TOWN CLERK'S OFFICE
POCASSET MASS

SPECIAL MEETING NOTICE

BOARD: Bourne Housing Authority

NOTICE OF SPECIAL MEETING TO BE HELD:

Date: Tuesday, MARCH 2, 2010

Time: 8:00 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA 02559**

**Agenda Item: Review proposals and select contractor for siding at Roland
Phinney Place**

**Signed: Barbara Thurston
Barbara Thurston
Executive Director**

Date: February 24, 2010

cc: Town Clerk

2010 FEB 24 AM 10 03
TOWN CLERK'S OFFICE
POCASSET, MASS

SPECIAL MEETING NOTICE

BOARD: Bourne Housing Authority

NOTICE OF SPECIAL MEETING TO BE HELD:

Date: Thursday, March 4, 2010

Time: 10:00 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA 02559**

**Agenda Item: Review proposals and select contractor for siding at Roland
Phinney Place**

Signed:

Barbara Thurston
**Barbara Thurston
Executive Director**

Date: March 2, 2010

cc: Town Clerk

2010 MAR 2 AM 9 55
TOWN CLERK'S OFFICE
POCASSET, MASS

MEETING NOTICE

TOWN OF BOURNE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Wednesday, March 17, 2010

Time: 8:00 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA**

Agenda Items:

Minutes, Treasurer's Report, Program Update, discuss/vote to support CPA applications/articles for affordable housing, Resident's Report, Old Business, New Business and any and all business that may come before its members.

Signed: *Barbara Thurston*
Barbara Thurston, Executive Director

March 12, 2010

cc: Town Clerk

2010 MAR 12 PM 12 25
TOWN CLERK'S OFFICE
POCASSET, MASS.

MEETING NOTICE

TOWN OF BOURNE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

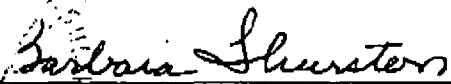
Date: Wednesday, April 14, 2010

Time: 8:30 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA**

Agenda Items:

Minutes, Treasurer's Report, annual budget presentation and discussion, Program Update, Resident's Report, Old Business, New Business and any and all business that may come before its members. Executive Session to discuss pending litigation.

Signed: 
Barbara Thurston, Executive Director

April 9, 2010

cc: Town Clerk

2010 APR 9 PM 4 06
TOWN CLERK'S OFFICE
POCSETT, MA 01909

MEETING NOTICE

2010 MAY 17 PM 2 39

TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Wednesday, May 26, 2010

Time: 8:30 a.m.

**Place: Community Room at Roland Phinney Place
871 Shore Rd., Pocasset, MA**

Agenda Items:

Minutes, Treasurer's Report, Program Update, Resident's Report, Old Business, New Business and any and all business that may come before its members.

**Signed: Barbara Thurston
Barbara Thurston, Executive Director**

May 17, 2010

cc: Town Clerk

2010 JUN 11 AM 11 45

TOWN CLERK'S OFFICE

BOURNE, MASS

MEETING NOTICE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Wednesday, June 16, 2010

Time: 9:00 a.m.

**Place: Bourne Community Center
239 Main St., Buzzards Bay, MA 02532**

Agenda Items:

Minutes, Treasurer's Report, Program Update, Resident's Report, Old Business, New Business and any and all business that may come before its members.

Signed: 
Barbara Thurston, Executive Director

June 11, 2010

cc: Town Clerk

2010 Capital Fund

Capital Fund Program (CFP) Amendment

To The Consolidated Annual Contributions
Contract (form HUD-53012)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Whereas, (Public Housing Authority) Bourne Housing Authority (MA110) (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions
Contract(s) ACC(s) Numbers(s) B-1666 dated 9/29/1982

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the
purpose of assisting the PHA in carrying out capital and management activities at existing public housing developments in order to ensure that such
developments continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the
PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ 83,821.00 for Fiscal Year 2010 to be referred to under Capital Fund Grant Number MA06P11050110

PHA Tax Identification Number (TIN): On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number _____

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount
specified above for capital and management activities of PHA developments.
This amendment is a part of the ACC(s).

2. The capital and management activities shall be carried out in accordance
with all HUD regulations and other requirements applicable to the Capital Fund
Program.

3. (Check one)

a. For Non-qualified PHAs:

(i) In accordance with the HUD regulations, the Annual
PHA Plan has been adopted by the PHA and approved by HUD, and may
be amended from time to time. The capital and management activities
shall be carried out as described in the CFP Annual Statement/Performance
and Evaluation Report (HUD-50075.1).

OR
(ii) If the Annual PHA Plan has not been adopted by the PHA and
approved by HUD, the PHA may use its CFP assistance under this contract for
work items contained in its CFP-Five-Year Action Plan (HUD-50075.2), before
the Annual PHA Plan is approved.

b. For Qualified PHAs:

(i) The CFP Annual Statement/Performance and Evaluation Report
(HUD-50075.1) has been adopted by the PHA and verified by HUD. The
capital and management activities shall be carried out as described therein.
OR

(ii) If the CFP Annual Statement/Performance and Evaluation Report
has not been adopted by the PHA and/or verified by HUD, the PHA may use
its CFP assistance under this contract for work items contained in its approved
CFP 5-Year Action Plan (HUD-50075.2), before the CFP Annual
Statement/Performance and Evaluation Report is adopted by the PHA and
verified by HUD.

For cases where HUD has approved a Capital Fund Financing
Amendment to the ACC (CFP Amendment attached), HUD will deduct the
payment for amortization scheduled payments from the grant immediately on
the effective date of this CFP Amendment. The payment of CFP funds due
per the amortization scheduled will be made directly to a designated trustee
(Trustee Agreement attached) within 3 days of the due date.

The parties have executed this Agreement, and it will be effective on 7/15/2010. This is the date on which CFP assistance
becomes available to the PHA for obligation.

Regardless of the selection above, the 24 month time period in which the PHA
must obligate this CFP assistance pursuant to section 9(j)(1) of the United
States Housing Act of 1937, as amended, (the "Act") and 48 month time period
in which the PHA must expend this CFP assistance pursuant to section 9(j)(5)
of the Act starts with the effective date of this CFP amendment (the date on
which CFP assistance becomes available to the PHA for obligation). Any
additional CFP assistance this FY will start with the same effective date.

4. Subject to the provisions of the ACC(s) and paragraph 3. and to assist in the
capital and management activities, HUD agrees to disburse to the PHA or the
designated trustee from time to time as needed up to the amount of the
funding assistance specified herein.

5. The PHA shall continue to operate each development as low-income
housing in compliance with the ACC(s), as amended, the Act and all HUD
regulations for a period of twenty years after the last disbursement of CFP
assistance for modernization activities for any public housing or portion thereof
and for a period of forty years after the last distribution of CFP assistance for
development activities for any public housing and for a period of ten years
following the last payment of assistance from the Operating Fund to the PHA.
However, the provisions of Section 7 of the ACC shall remain in effect for so
long as HUD determines there is any outstanding indebtedness of the PHA to
HUD which arose in connection with any development(s) under the ACC(s)
and which is not eligible for forgiveness, and provided further that, no
disposition of any development covered by this amendment shall occur unless
approved by HUD.

6. The PHA will accept all CFP assistance provided for this FY. If the PHA
does not comply with any of its obligations under this Amendment and does
not have its Annual PHA Plan approved within the period specified by HUD,
HUD shall impose such penalties or take such remedial action as provided by
law. HUD may direct the PHA to terminate all work described in the Capital
Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall
only incur additional costs with HUD approval.

7. Implementation or use of funding assistance provided under this
Amendment is subject to the attached corrective action order(s).

(mark one): ☐ Yes ☒ No

8. The PHA acknowledges its responsibility for adherence to this Amendment.

U.S. Department of Housing and Urban Development
By _____

Date: _____

PHA Executive Director

By Barbara Shurston

Date: 6/28/2010

Title

Title

EXECUTIVE DIRECTOR

Previous versions obsolete

form HUD-52840-A 03/04/2003

Capital Fund Program
(CFP) Amendment—page 2
To The Consolidated Annual Contributions Contract
(form HUD-53012)

(SEAL)
Attest:

TOWN/CITY

BOURNE

BY:

TITLE:

DATE:

[Signature]
Asst. Clerk
July 1, 2010

MEETING NOTICE

BOARD: Bourne Housing Authority

Notice of Regular Meeting

Date: Wednesday, July 21, 2010

Time: 9:00 a.m.

**Place: Bourne Town Hall
24 Perry Ave., Buzzards Bay, MA**

Agenda Items:

**Minutes, Treasurer's Report, Program Update, Resident's Report
Formula Funding from DHCD
Press Release re: ARRA funds
New Utility Allowances
HUD review of documents for ARRA
Vote on final payment to Meadows Construction
Vote to accept 2010 Capital Fund Grant
Engineer from DHCD Inspection of Continental Apts.
Executive Director Annual Review
New Employees**

Signed: 
Barbara Thurston, Executive Director

July 19, 2010

cc: Town Clerk

2010 JUL 19 AM 8 43
TOWN CLERK'S OFFICE
5085647485

Minutes of the Regular Board Meeting of the Bourne Housing Authority, held on July 21, 2010 at 9:00 a.m. at the Bourne Town Hall, 24 Perry Ave., Buzzards Bay, MA

2011 JUN 20 AM 9 17

Members Present: Laurence Olson, Peter Meier, Fred Bartholomew, Michael Blanton

TOWN CLERK'S OFFICE

Members Absent: None

Others Present: Barbara Thurston, Executive Director
Diana Barth, Bourne Enterprise

Meeting convened at 9:10 a.m.

Mr. Olson made a motion to accept the minutes of the regular meeting held on June 16, 2010. Motion seconded by Mr. Bartholomew. Motion passed unanimously.

Treasurers Report

Ms. Thurston presented the Board with the budget vs. actual reports for the month of May, 2010 for the State and Federal programs. Motion made by Mr. Blanton to accept the Treasurer's report. Motion seconded by Mr. Bartholomew. Unanimous vote.

Program Update:

Continental Apartments has two vacancies. Handicapped has no vacancies. Family has no vacancies. Roland Phinney has two vacancies. Section 8 has 76 leased. There are 13 Dial vouchers leased and 7 have been issued. 1 Fair Share and no incoming portable vouchers.

Resident Report:

Mr. Bartholomew stated that the tenants at Roland Phinney Place attended "The MIKADO" at Highfield Theatre on July 1st. On July 11th tenants went on a Dixieland Jazz Cruise on the Canal. In August they will be going on a trip to Newport.

Ms. Thurston informed the Board that Joe DiMare, head engineer from DHCD, visited Continental Apartments last Wednesday. Mr. DiMare spent a lot of time inspecting the property. He went back to the office and did a work order for their engineer to prepare the RFP. That engineer will be there tomorrow at 10:30. Mr. DiMare suggested a couple of electrical engineers and one had done the fire alarm upgrade several years ago. Ms. Thurston stated that Vern Norman Associated was reputable and nice to work with. They did an excellent job on the fire alarm upgrade. Mr. DiMare will contact Vern Norman Engineers.

Ms. Thurston presented a change order to Mr. Meier to sign for the siding project at Roland Phinney Place. It was approved last month and only needs Mr. Meier's signature.

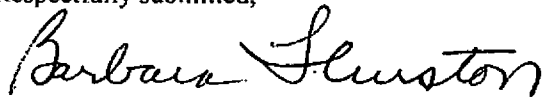
Meadows Construction has submitted a request for final payment of \$13,344.50. In addition, she presented a Certificate of Completion to be approved and signed. Motion made by Mr. Blanton to approve the request for final payment and the Certificate of Completion for the siding project at Roland Phinney Place. Motion seconded by Mr. Olson. Unanimous vote.

Mr. Meier would like to postpone Ms. Thurston's review until the August meeting. Mr. Meier stated that Ms. Thurston has requested no raise this year due to the fact that she was not able to give the staff a raise. Her review will be on merit only. Motion to postpone till August made by Mr. Blanton. Motion seconded by Mr. Bartholomew. Unanimous vote.

Next meeting scheduled for August 18, 2010 at 8:30 a.m.

Motion made by Mr. Blanton to adjourn. Motion seconded by Mr. Olson. Meeting adjourned at 10:20 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara Thurston". The signature is written in dark ink and is positioned above the printed name.

Barbara Thurston, Ex-Officio Secretary

2011 JUN 20 AM 9 17

TOWN CLERK'S OFFICE

AUGUST

2010

**MEETING
CANCELLED**

MEETING NOTICE

BOARD: Bourne Housing Authority

Notice of Cancellation of Regular Meeting

The Regular monthly meeting of the Board of Commissioners scheduled for August 18, 2010 has been cancelled.

The next scheduled meeting will be held on September 22, 2010

Signed: *Barbara Thurston*
Barbara Thurston, Executive Director

August 13, 2010

cc: Town Clerk

2010 AUG 13 PM 3 27
TOWN CLERK'S OFFICE
TOWN OF BOURNE, MASS.

2010 SEP 20 AM 11 09

TOWN CLERK'S OFFICE

2009


MEETING NOTICE**BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners will be held on
Wednesday, September 22, 2010 at 9:00 a.m. at the Bourne Town Hall, 24 Perry Ave.,
Buzzards Bay, MA

AGENDA

- Approval of minutes of the July 21, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through December & Tenant Representative nominations
- Continental Apartments Electrical Upgrade and repair of decking and rails
- Schedule Executive Director review
- Proposed Fair Market Rents
- Priorities for Roland Phinney Place
- Review and approve Capital Improvement Contract from DHCD
- PHA Network Software
- Meeting in October for BHA, BHP, BHT
- Federal Auditors 9/13 – 9/14
- Roland Phinney Picnic – Tuesday, September 28th at 12:30
- Discussion of Hoxie School site for affordable housing
- CPA application for decking at Continental Apartments
- Communication/Correspondence/Conferences
- Topics for future discussion
- Adjourn meeting

Signed:


Barbara Thurston, Executive Director
September 18, 2010

Cc: Town Clerk

MEETING NOTICE

2010 SEP 29 PM 3 38

TOWN CLERK'S OFFICE

BOURNE, MASS.

BOARD: Bourne Housing Authority

The Regular monthly meeting of the Board of Commissioners will be held on Monday, October 4, 2010 at 9:30 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the July 21, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through December & Tenant Representative nominations
- Continental Apartments Electrical Upgrade and repair of decking and rails/Engineer Proposal
- Schedule Executive Director review
- Proposed Fair Market Rents
- Priorities for Roland Phinney Place
- Review and approve Capital Improvement Contract from DHCD
- PHA Network Software
- Meeting in October for BHA, BHP, BHT
- Federal Auditors 9/13 – 9/14
- Roland Phinney Picnic – Tuesday, September 28th at 12:30
- Discussion of Hoxie School site for affordable housing
- CPA application for decking at Continental Apartments
- Communication/Correspondence/Conferences
- Topics for future discussion
- Adjourn meeting

Signed: 

Barbara Thurston, Executive Director
September 29, 2010

Cc: Town Clerk

SEPTEMBER MEETING HELD ON OCTOBER 4, 2010

2011 JUN 20 AM 9 17

Minutes of the Regular Board Meeting of the Bourne Housing Authority, held on October 4, 2010 at 9:30 a.m. at Roland Phinney Place, 871 Shore Rd., Pocasset, MA

TOWN CLERK'S OFFICE

Members Present: Laurence Olson, Michael Blanton, Peter Meier, Fred Bartholomew

Members Absent: None

Others Present: Barbara Thurston, Executive Director

Meeting convened at 9:35 a.m.

Mr. Olson made a motion to accept the minutes of the regular meeting held on July 21, 2010. Motion seconded by Mr. Bartholomew. Motion passed unanimously.

Treasurers Report

Ms. Thurston presented the Board with the budget vs. actual reports prepared by State and Federal fee accountants for the months of June and July, 2010, and the bank statements and accounts payable report. Mr. Blanton inquired about interest rates and if there were any other type of account that would pay a better rate. Ms. Thurston will contact the representative for our government accounts at TD Bank. Motion made by Mr. Blanton to approve the Treasurers report. Motion seconded by Mr. Olson. Unanimous vote.

Program Update:

Continental Apartments has two vacancies. Handicapped has no vacancies. Family has no vacancies. Roland Phinney has two vacancies. Section 8 has 76 leased. There are 11 Dial vouchers leased, 1 Fair Share and no incoming portable vouchers. Ms. Thurston informed the Board that DHCD has approved Unit #34 at Continental Apartments to be used for an office for staff and Patricia Grace. The current office off the Community Room will now be the laundry room due to the electrical upgrade about to start. The current laundry room in the basement is a code violation.

Resident Report:

Mr. Bartholomew presented the Board with an activities report for Roland Phinney Place through December. Mr. Bartholomew was the only nominee for Tenant Representative at Roland Phinney Place and it was announced at the annual cookout held on September 29th.

Old Business:

Mr. Blanton and Mr. Meier will choose a date to complete Ms. Thurston's review.

Vern Norman Associates is the electrical engineer who is preparing specs for the electrical upgrade at Continental and they should be ready to go out to bid shortly.

John Guibilo, who is the architect for DHCD, has contacted Coastal Engineering to prepare specs for the decking and railings at Continental.

New Business:

Ms. Thurston presented the Board with proposed Fair Market rents. She requested that they remain the same as last year at 110%. Motion made by Mr. Blanton to accept the proposed Fair Market rents. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston discussed the priorities for Roland Phinney Place. She suggested that we keep the "Displaced due to Natural Causes". She suggested eliminating the "Landlord Action" and just keeping local preference and time and

date. Mr. Blanton and Mr. Meier would like to keep the Landlord Action but require more stringent documentation. Ms. Thurston will prepare and explanation of each priority. Mr. Olson made a motion to table this until next meeting. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston submitted the Capital Improvement contract from DHCD in the amount of \$529,426. Motion by Mr. Blanton to approve the contract. Motion seconded by Mr. Bartholomew. Roll call: Mr. Olson: aye; Mr. Blanton: aye; Mr. Bartholomew: aye; Mr. Meier: aye.

Ms. Thurston presented the Board with an "Authorized Signature" verification form approving Mr. Meier to sign all contract for the BHA. Motion made by Mr. Blanton to designate Mr. Meier as the approved person to sign contracts. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston provided the Board with information regarding new software by PHA Network for maintaining the waiting list, calculation of rents, inventory and work orders. The cost is \$200 per month. Many. Motion seconded by Mr. Blanton. Unanimous vote.

The Board discussed the meeting of the three Boards who oversee affordable housing in the Town of Bourne: the Bourne Housing Authority, the Bourne Housing Partnership and the Bourne Housing Trust.

Ms. Thurston informed the Board that Federal auditors were in the office on September 13th and 14th. We should have a final report in December. Ms. Thurston anticipates no audit findings.

The Board discussed the Hoxie school site for possibility of affordable housing being built there. Mr. Meier suggested taking it off the table. The report from the Town is unfavorable and it is most likely not financially feasible to build there.

Topics for future discussion

Sick time

Director's review

Priorities for RPP

Smoking in public housing

Time for meetings

Community Preservation Act

Communications/Conferences/Correspondence

NAHRO Commissioners conference – Phoenix, AZ – 1/9/11 – 1/12/11

Next meeting scheduled for October 20, 2010 at 9:00 a.m.

Meeting adjourned at 10:20 a.m.

Respectfully submitted,



Barbara Thurston, Ex-Officio Secretary

2010 OCT 15 PM 4 24

TOWN CLERK'S OFFICE
BOURNE, MASS.**MEETING NOTICE****BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners will be held on Wednesday, October 20, 2010 at 9:30 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the October 4, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through December
- Continental Apartments Electrical Upgrade and repair of decking and rails/Engineer Proposal
- Septic system at Family Development
- MCAD final disposition
- No smoking policy
- State Auditors
- November meeting date
- Use of signature stamp
- CDBG funds
- PHAS score
- New gas boilers/parking spaces/window replacement at Roland Phinney Place
- Sick time
- Schedule Executive Director reviews
- Priorities for Roland Phinney Place
- Meeting for BHA, BHP, BHT
- Communication/Correspondence/Conferences
- Topics for future discussion
- Adjourn meeting

Signed: 

Barbara Thurston, Executive Director
October 15, 2010, 2010

Cc: Town Clerk

2010 OCT 18 PM 3 53

MEETING NOTICETOWN CLERK'S OFFICE
BOURNE, MA 01939**BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners that was scheduled for Wednesday, October 20, 2010 has been cancelled and rescheduled for Monday, October 25, 2010 at 9:30 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the October 4, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through December
- Continental Apartments Electrical Upgrade and repair of decking and rails/Engineer Proposal
- Septic system at Family Development
- MCAD final disposition
- No smoking policy
- State Auditors
- November meeting date
- Use of signature stamp
- CDBG funds
- PHAS score
- New gas boilers/parking spaces/window replacement at Roland Phinney Place
- Sick time
- Schedule Executive Director reviews
- Priorities for Roland Phinney Place
- Meeting for BHA, BHP, BHT
- Communication/Correspondence/Conferences
- Topics for future discussion
- Adjourn meeting

Signed:



Barbara Thurston, Executive Director

October 18, 2010

Cc: Town Clerk

Minutes of the Regular Board Meeting of the Bourne Housing Authority, held on October 25, 2010 at 9:30 a.m. at Roland Phinney Place, 871 Shore Rd., Pocasset, MA

2011 JUN 20 AM 9 17

Members Present: Laurence Olson, Michael Blanton, Peter Meier, Fred Bartholomew

TOWN CLERK'S OFFICE

Members Absent: None

Others Present: Barbara Thurston, Executive Director

Meeting convened at 9:36 a.m.

Mr. Blanton made a motion to accept the minutes of the regular meeting held on October 4, 2010. Motion seconded by Mr. Bartholomew. Motion passed unanimously.

Treasurers Report

Ms. Thurston presented the Board with the budget vs. actual reports prepared by State and Federal fee accountants for the months of August, 2010, and the bank statements and accounts payable report. Ms. Thurston informed the Board that she contacted our Government Representative at TD Bank to inquire about better interest rates. CDs are currently paying .24 for any term. They pay .9 for two years. Motion made by Mr. Olson to approve the Treasurers report. Motion seconded by Mr. Bartholomew. Unanimous vote.

Program Update:

Continental Apartments has two vacancies. Handicapped has no vacancies. Family has no vacancies. Roland Phinney has two vacancies. Section 8 has 76 leased. There are 18 Dial vouchers leased, 1 Fair Share and no incoming portable vouchers. The Board discussed Cape View Way.

Resident Report:

Mr. Bartholomew informed the Board that there were two activities in the month of October for Roland Phinney Place. On October 6 eight residents had lunch at the Upper Cape. On October 23 8 residents attended "Show Stoppers" fundraiser at the senior center. In November residents will be going to dinner at the new Japanese restaurant.

Ms. Thurston informed the Board that she met with the architect and the MOD rep. from DHCD and the architect from Coastal engineering to discuss the specifications for the decking and railings at Continental. The architect will be preparing the specs in 3 phases with estimated costs so that we can determine what we can afford to complete.

Mr. Meier requested to go out of order so that we could discuss the CDBG application. Ms. Thurston informed the Board that the Town is submitting an application to the State for CDBG funds. It will cover most of downtown Buzzards Bay and will include Continental Apartments. Kerry Horman called Ms. Thurston to see if we need any money for upgrades. Ms. Thurston will be working with the hired consultant, Sharon Gay to submit a request for \$250,000 to replace the roof.

Ms. Thurston informed the Board that we have a failed septic system at the family development. We want to use emergency money. The engineer from DHCD has already been here and estimated the job at \$90,000. Ms. Thurston stated that is unreasonable and she will get three estimates.

Mr. Meier read a copy of a letter from MCAD stating that stating "no probable cause" as a finding in a suit filed by an applicant for Roland Phinney Place.

Ms. Thurston read an article in the MassNAHRO newsletter regarding smoking in public housing. DHCD is working on a policy for public housing units. Mr. Meier stated that it is his mission to eventually make all units non-smoking across the board.

Tom Hackenson, our construction manager from DHCD, stopped by not knowing that there was a Board meeting. Ms. Thurston introduced him to the Board. He had just come from the family development where the septic system had failed. There was discussion regarding the problem and Mr. Hackenson agreed that the estimate from DHCD seemed excessive. He stated that there is no emergency money and that we will need to ask for money from formula funding. After Mr. Hackenson left, Mr. Meier stated that we have been told by our own legislators that there is emergency money but only for septic.

Mr. Blanton stated his concerns that we are putting over a half million dollars into Continental that is over 50 years old. Mr. Olson stated that the plumbing in the crawl space needs to be addressed.

Ms. Thurston informed the Board that State Auditors are conducting an audit and should be here for 8 weeks.

Ms. Thurston informed the Board that Mr. Joy would like to change the meeting date to November 18th. Mr. Olson would like to be sure that we keep the date and time and not change it.

Mr. Meier suggested that we approve the use of the signature stamp to be used by Ms. Thurston to stamp checks under the amount of \$3,500. The Board will approve the check warrant at each meeting and Ms. Thurston will bring any checks that are out of the ordinary to the attention of the Chairman before stamping. Motion made by Mr. Olson to approve the use of the signature stamp. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston presented the Board with a notice from HUD stating that we are determined to be a "High Performing Agency". The Board congratulated Ms. Thurston.

Ms. Thurston informed the Board that the ad for a mechanical engineer for the gas boilers at Roland Phinney Place was placed in the Central register this week.

The Board discussed sick time. Currently, employees are not compensated for sick time when they retire. The personnel policy states that employees can accumulate up to 120 days. Mr. Blanton moved that employees be compensated for one third of their sick time upon retirement only. Motion seconded by Mr. Olson. Unanimous vote.

Mr. Meier and Mr. Blanton will meet on Friday to discuss Ms. Thurston's review.

Mr. Meier stated that we will meet next month with the Bourne Housing Partnership and the Bourne Housing Trust.

Topics for future discussion

Community Preservation Act

Mr. Meier stated that applications will be available in December. Mr. Blanton stated that he thought it was appropriate to fund Mr. Horman's salary when it was first proposed, but perhaps it is time to find other sources to fund the position such as a Town position.

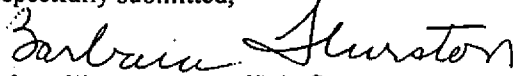
Communications/Conferences/Correspondence

NAHRO Commissioners conference - Phoenix, AZ - 1/9/11 - 1/12/11

Next meeting scheduled for November 18, 2010 at 8:00 a.m.

Motion made by Mr. Blanton to adjourn at 11:20 a.m. Motion seconded by Mr. Olson.

Respectfully submitted,


Barbara Thurston, Ex-Officio Secretary


MEETING NOTICE**BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners will be held on Thursday, November 18, 2010 8:00 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the October 25, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through December
- Continental Apartments Electrical Upgrade and repair of decking and rails/Engineer Proposal
- Septic system at Family Development
- Judgment for possession – 689
- Building #7 RPP – no smoking
- CDBG application and Letter of Support
- New gas boilers at Roland Phinney Place
- Executive Director review
- Communication/Correspondence/Conferences
- CPA/Capeview way
- Topics for future discussion
- Adjourn meeting

Signed:


Barbara Thurston, Executive Director
November 15, 2010

Cc: Town Clerk

2010 NOV 15 PM 4 28
TOWN CLERK'S OFFICE
BOURNE, MA 01903

Minutes of the Regular Board Meeting of the Bourne Housing Authority, held on November 18, 2010 at 8:00 a.m. at Roland Phinney Place, 871 Shore Rd., Pocasset, MA

2011 JUN 20 AM 9 17

Members Present: Laurence Olson, Michael Blanton, Peter Meier, Fred Bartholomew

CLERK'S OFFICE

Members Absent: None

Others Present: Barbara Thurston, Executive Director

Meeting convened at 8:12 a.m.

Mr. Olson made a motion to accept the minutes of the regular meeting held on October 25, 2010. Motion seconded by Mr. Bartholomew. Motion passed unanimously.

Treasurers Report

Ms. Thurston presented the Board with the budget vs. actual reports prepared by State and Federal fee accountants for the months of September, 2010, and the bank statements and accounts payable report. Motion made by Mr. Blanton to approve the Treasurers report. Motion seconded by Mr. Bartholomew. Unanimous vote.

Program Update:

Continental Apartments has no vacancies. Handicapped has two vacancies and Ms. Thurston just received an Execution for Possession for an eviction in one of the 3 bedroom units. Family has no vacancies. Roland Phinney has two vacancies. Section 8 has 76 leased. There are 19 Dial vouchers leased, 1 Fair Share and no incoming portable vouchers.

Resident Report:

Mr. Bartholomew informed the Board that tenants at Roland Phinney Place attended a dinner at the Tokyo Japanese grill in Plymouth. It was very nice. A Christmas dinner is planned for the Daniel Webster in December.

The staff will have a Christmas party for Roland Phinney Place on Tuesday, December 7th and for Continental on Wednesday, December 8th.

Ms. Thurston informed the Board of the Execution for Possession on a unit at the 689 handicap development. The tenant should be out by next week.

Ms. Thurston informed the Board that the project manual for the Electrical upgrade at Continental is now available on BIDocs.com. We are trying it for the first time.

Ms. Thurston informed the Board that the electrician has completed the work for the laundry room at Continental and Mauer Plumbing should be there next week.

Coastal Engineering should be done with the specification for the deck & railings at Continental Apartments. Mr. Meier stated that he would rather not do the work in phases, but get it all done now. The next thing that we will have to address is the plumbing at Continental.

Ms. Thurston presented the Board with three estimates for the septic system at the family development. Ready Rooter is \$8,500, Valeri Construction is \$9,500 and McNally is \$10,500. Mr. Meier stated that he would like to do business with Valeri because he is in Town and he installed the original septic. Mr. Olson wanted to know how we can accept the bid if it is not the lowest. Ms. Thurston explained that it is a proposal, not a bid. Mr. Olson made a motion to check the references of Ready Rooter and choose them if the references are good. If they are not, we may choose Valeri. Motion seconded by Mr. Blanton. Roll call: Mr. Blanton, aye; Mr. Bartholomew, aye; Mr. Olson, aye; Mr. Meier, aye..

Ms. Thurston informed the Board that she was contacted by the program manager at DHCD asking her to request an advance of \$90,000 for the septic system. Ms. Thurston informed her that we have received three proposals and that none were over \$11,000 and that she would be requesting only \$20,000.

Mr. Meier informed Ms. Thurston that he and Mr. Blanton have completed her review. Mr. Meier does not like the format. He believes it is outdated. Ms. Thurston will be looking for a new format. Next year Mr. Meier would like to have a new form and have all the commissioners fill out the form.

Ms. Thurston informed the Board that a consultant has been hired for the CDBG and a part of the request will be \$250,000 for a new roof for Continental. Ms. Thurston and other members of the Bourne Housing partnership conducted a windshield inspection of residential homes in the target area, filled out an evaluation form and took pictures. Each member had approximately 50 homes. The consultant for the CDBG grant has requested that the BHA submit a letter, signed by the Chairman that supports the grant including the rehabilitation part and the new roof for Continental. Ms. Thurston will prepare the letter.

Ms. Thurston presented the Board with a letter from our consultant, Rick Mahoney with three proposals from engineers for the boiler replacement at Roland Phinney Place. He recommends hiring Norian/Siani. He feels that they are the best firm available for the job. Norian is \$800 more than the lowest proposal. Mr. Olson asked how we can hire them if they are not the lowest bidder. Ms. Thurston explained that they are proposals, not bids. Mr. Olson stated that the price was negotiated by Mr. Mahoney and shouldn't he negotiate the others? Mr. Meier said we should not be doing this. Ms. Thurston called Mr. Mahoney. He will provide documentation that we can negotiate prices and not have to choose the lowest bidder.

Ms. Thurston informed the Board that Building #7 at Roland Phinney Place currently has no residents that smoke and it may be a good time to designate it a non-smoking building.

Motion made by Mr. Blanton to approve building #7 as a non-smoking building. Motion seconded by Mr. Olson.

Topics for future discussion

Community Preservation Act

Mr. Meier stated that HAC wants to apply for \$300,000 for their project at Canal Bluffs

Cape View Way

Ms. Thurston informed the Board that Connie Kruger is no longer on staff at Mass Housing. Ms. Thurston called Leslie Bos at DHCD. She is awaiting a call from her.

Communications/Conferences/Correspondence

NAHRO Commissioners conference - Phoenix, AZ - 1/9/11 - 1/12/11

MassNahro sessions for Board members are starting and now will be held during the week.

Next meeting scheduled for December 15, 2010 at 8:00 a.m.

Motion made by Mr. Blanton to adjourn at 9:30 a.m. Motion seconded by Mr. Olson.

Respectfully submitted,


Barbara Thurston, Ex-Officio Secretary

MEETING NOTICE

2010 DEC 14 PM 3 17

TOWN CLERK'S OFFICE :

BOARD: Bourne Housing Authority

The Regular monthly meeting of the Board of Commissioners will be held on Wednesday, December 15, 2010 8:00 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the November 18, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report -- Planned activities through January
- Continental Apartments Electrical Upgrade and repair of decking and rails
- Septic system at Family Development
- Judgment for possession - 689
- CDBG application
- New gas boilers at Roland Phinney Place
- Hurley & O'Neill Audit
- State Auditors
- Communication/Correspondence/Conferences
- CPA/Cape View way
- Topics for future discussion
- Adjourn meeting

Signed: Barbara Thurston

Barbara Thurston, Executive Director

December 14, 2010

Cc: Town Clerk

MEETING NOTICE**BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners will be held on Wednesday, December 15, 2010 8:00 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the November 18, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report – Planned activities through January
- Continental Apartments Electrical Upgrade and repair of decking and rails
- Septic system at Family Development
- Judgment for possession – 689
- CDBG application
- New gas boilers at Roland Phinney Place
- Hurley & O'Neill Audit
- State Auditors
- Communication/Correspondence/Conferences
- CPA/Cape View way
- Topics for future discussion
- Adjourn meeting

Signed:



**Barbara Thurston, Executive Director
December 10, 2010**

Cc: Town Clerk

TOWN CLERK'S OFFICE

2010 DEC 10 PM 4 16

2010 DEC 14 PM 3 17

MEETING NOTICETOWN CLERK'S OFFICE
1005 STATE ST**BOARD: Bourne Housing Authority**

The Regular monthly meeting of the Board of Commissioners will be held on Tuesday, December 21, 2010 8:00 a.m. at Roland Phinney Place, 871 Shore Rd, Pocasset, MA

AGENDA

- Approval of minutes of the November 18, 2010 meeting
- Treasurers Report
- Program Update
- Residents Report - Planned activities through January
- Continental Apartments Electrical Upgrade and repair of decking and rails
- Choose contractor for Bids for Electrical Upgrade at Continental
- Septic system at Family Development
- Judgment for possession - 689
- CDBG application
- New gas boilers at Roland Phinney Place
- Hurley & O'Neill Audit
- State Auditors
- Communication/Correspondence/Conferences
- CPA/Cape View way
- Topics for future discussion
- Adjourn meeting

Signed:



Barbara Thurston, Executive Director

December 14, 2010

Cc: Town Clerk

Minutes of the Regular Board Meeting of the Bourne Housing Authority, held on December 21, 2010 at 8:00 a.m. at Roland Phinney Place, 871 Shore Rd., Pocasset, MA

2011 JUN 20 AM 9 16

Members Present: Laurence Olson, Michael Blanton, Fred Bartholomew

TOWN CLERK'S OFFICE

Members Absent: Peter Meier

Others Present: Barbara Thurston, Executive Director

Meeting convened at 8:13 a.m.

Mr. Olson made a motion to accept the minutes of the regular meeting held on November 18, 2010. Motion seconded by Mr. Bartholomew. Motion passed unanimously.

Treasurers Report

Ms. Thurston presented the Board with the budget vs. actual reports prepared by State and Federal fee accountants for the months of October 2010, and the bank statements and accounts payable report. Motion made by Mr. Olson to approve the Treasurers report. Motion seconded by Mr. Bartholomew. Unanimous vote.

Program Update:

Continental Apartments has one vacancies. Handicapped has two vacancies and Ms. Thurston reminded the Board that we have an Execution for Possession for an eviction in one of the 3 bedroom units. Family has one vacancy. Roland Phinney has one vacancy. Section 8 has 76 leased. There are 18 Dial vouchers leased, 1 Fair Share and no incoming portable vouchers.

Resident Report:

Mr. Bartholomew informed the Board that Roland Phinney Place had their Christmas Party at the Daniel Webster Inn and 18 tenants attended. The committee has planned activities for the year ahead.

Old Business

Ms. Thurston presented the Board with the bids for contractors for the electrical upgrade at Continental Apts. Along with a letter from the engineer Vern Norman Associates with their recommendation to choose the lowest bidder, KRT Electrical from Bridgewater. Mr. Blanton questioned the prevailing wages. Ms. Thurston informed him that the contractor is required to submit certified weekly payroll report to us. He also expressed his concern regarding the amount of the bid because it was so much lower than the rest. Ms. Thurston stated that the engineer will be overseeing the project and the wiring inspector from the Town of Bourne must sign off on it. Motion made by Mr. Olson to accept the recommendation of the engineer and hire KRT Electrical for \$64,051 pending approval of DHCD. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston informed the Board that with regard to the septic proposals, DHCD has informed us that we need to hire an engineer to do the scope of work. We will have DHCD provide us with a Request for Engineering services. Ms. Thurston suggested that we do the failing system at the handicap development at the same time. Motion made by Mr. Olson to send Requests for Engineering Services to hire an engineer for both the 705 and 689 developments. Motion seconded by Mr. Bartholomew. Unanimous vote.

Ms. Thurston updated the Board regarding the eviction at the 689 development. She stated that she and Pat Grace have been to court four times due to the tenant appealing both to Falmouth District Court and the Superior Court in Barnstable. She has been denied at both courts and now she must be out by January 13, 2010 and if she is not, we will have the sheriff and moving van there on January 14th. There are no more appeals.

Ms. Thurston informed the Board that the CDBG grant application has been submitted and we should know sometime in April if it was approved. The request for the BHA is \$250,000 for the roof repair at Continental Apartments.

Ms. Thurston provided the Board with information regarding proposals vs. bidding to clarify questions that arose last month. Ms. Thurston presented the Board with a letter from the consultant, Rick Mahoney, recommending that we hire Norian/Siano for the engineering of the gas boilers at Roland Phinney Place. Motion made by Mr. Olson to approve Norian/Siani for the engineering at Roland Phinney Place. Motion seconded by Mr. Bartholomew. Unanimous vote.

New Business:

Ms. Thurston presented the Board with the Federal Audit Report from Hurley & O'Neil. There were no findings.

Communications/Conferences/Correspondence

NAHRO Commissioners conference - Phoenix, AZ - 1/9/11 - 1/12/11

Community Preservation Act

Cape View Way

Ms. Thurston has been in contact with Rita Farrell from MHP and she will be in Boston tomorrow and will discuss this with Leslie Bos.

Topics for future discussion

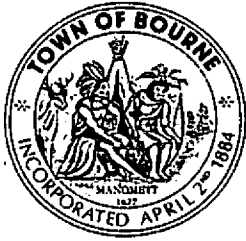
Next meeting scheduled for January 19, 2011 at 8:00 a.m.

Motion made by Mr. Olson to adjourn at 9:16 a.m. Motion seconded by Mr. Batholomew

Respectfully submitted,



Barbara Thurston, Ex-Officio Secretary



Bourne Human Services Committee Meeting Notice



Date: Tuesday
January 19, 2010

Time: 4:30 P.M.

Location: **Lower** Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Review Human Services Resource guide for second printing.
3. Set goals for upcoming year.
4. Any other business that may come before the committee.

Lois Carr
Lois Carr
January 7, 2010

cc: Town Clerk
Selectmen
Committee: Bombach, Carr, Morales-Morceau, Murray, Tavares, Thurston, Varnerin, and
Vickery

2010 JAN 7 PM 10 08

TOWN CLERK'S OFFICE
BOURNE, MASS

**Bourne Human Services Committee
Minutes of the Monthly Meeting**

January 19, 2010

In Attendance: Chairperson Lois Carr, Andy Murray, Ellen Varnerin, Leona Bambaci and Richard Tavares

Absent: Sandy Vickery and Barbara Thurston

Meeting was called to order at 4:50 PM

Motion was made by Andy Murray and seconded by Lois Carr to accept the minutes of the December 16, 2009 meeting.

Lois Carr reviewed and made everyone aware of the new Conflict of Interest Law and the required state ethics test that all municipal employees and volunteers must take and pass. Ellen Varnerin questioned: "If you take and pass the test with one department, would you have to retake the test?" Lois Carr will check with the Town Clerk and have an answer at the next meeting.

Lois Carr reviewed the Human Services Guide Book with the Committee. It was suggested that the fact that the book can now be located on the Bourne School and Town web site be placed on the cover of the 2nd edition along with the date being changed. Also suggested was the idea to add the Bourne Veterans' agent phone number to the back cover.

The Committee discussed goal setting. Leona Bambaci questioned: "If the old Cody School could be used for activities in the Town for young adults and adults or if the Boys and Girls Club could run the programs for the Town. Lois would like to look into a needs assessment survey for the age group of 18 to 55.

Lois Carr would like to have the agencies that applied for and received money from the Human Services Dept. report back to us on how the money was used.

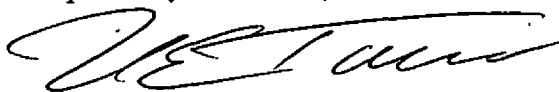
Leona Bambaci suggested that a member of the Human Services Dept. go on Linda Zuern's TV show to promote the Town's human services and request volunteers to fill the vacancies.

Andy is going to check back with Mr. Bushy at Bourne High School and see if the students in attendance at the December 16, 2009 meeting were interested in pursuing appointment to our Committee.

Next meeting scheduled for March 2, 2010 at 4:30 PM

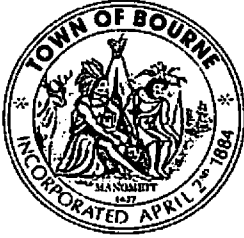
Meeting adjourned at 5:44 PM.

Respectfully submitted,



Richard E. Tavares

RECEIVED
TOWN CLERK'S OFFICE
2010 APR 9 PM 9 26



Bourne Human Services Committee Meeting Notice



Date: Tuesday
March 2, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Human Services Resource guide update.
3. Needs Survey.
4. Any other business that may come before the committee.

Lois Carr

Lois Carr
February 19, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Tavares, Thurston, Varnerin, and Vickery

2010 FEB 19 AM 9 33
TOWN CLERK'S OFFICE
BOURNE, MASS.

Bourne Human Services Committee Meeting

March 2, 2010

Bourne Town Hall

Present: Ellen Varnerin, Richard Tavares, Lois Carr

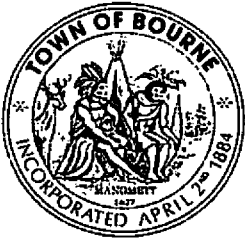
Absent: Barbara Thurston, Linda Morales-Morceau, Sandra Vickery, Leona Bombaci,
Andy Murray

Due to lack of a quorum, the meeting was cancelled.

Respectively submitted,

Lois Carr

2010 APR 9 AM 9 26
TOWN CLERK'S OFFICE
Bourne, MA 01939



Bourne Human Services Committee Meeting Notice



Date: Thursday
April 8, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Discussion of human services needs survey.
3. Status of resource guide second printing.
4. Any other business that may come before the committee.

Lois Carr *JK*
Lois Carr
March 24, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Tavares, Thurston, Varnerin, and
Vickery

TOWN CLERK'S OFFICE
2010 MAR 24 PM 9 39

Minutes of the Bourne Human Services Committee

Date: April 8, 2010

Members Present: Lois Carr, Barbara Thurston, Sandra Vicery, Ellen Varnerin, Richard Tavares and Andy Murray.

Also joining us was Bourne Selectman, John Ford.

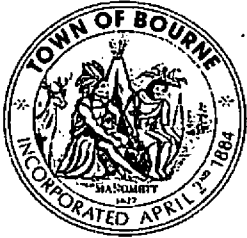
There was some discussion about the second printing of "The Bridge to Human Services" Booklet since there are only a few left. It was decided to order 1000 more copies of the booklet which will be paid for from monies made available from the Town Manager.

The rest of the meeting was devoted to a discussion about a Human Service Survey addressing the issues and needs of the younger population (under age 55) of the Town of Bourne. Each member of the Committee agreed to gather some demographic information about this population from various groups and/or agencies and report back to the Committee when the information is gathered.

The next meeting was set for Monday, May 17th at 4:30 p.m. at the Town Hall.

Respectfully Submitted
Andrew E. Murray

2010 MAY 18 AM 9 04
TOWN CLERK'S OFFICE
BOURNE, MASS.



Bourne Human Services Committee Meeting Notice



Date: Monday
May 17, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Resource guide update.
3. Human services needs survey [please bring any agency statistics, demographic information, etc. as discussed at last meeting.]
4. Any other business that may come before the committee.

Lois Carr
Lois Carr
April 30, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Tavares, Thurston, Varnerin, and Vickery

2010 APR 30 AM 9 37
TOWN CLERK'S OFFICE

**MINUTES TO THE MONTHLY MEETING OF THE BOURNE HUMAN SERVICES
COMMITTEE
MAY 17, 2010
BOURNE TOWN HALL**

Present: Andy Murray, Lt. Richard Tavares, Lois Carr, Barbara Thurston, Ellen Varnerin, Leona Bombaci

Absent: Linda Morales

Meeting convened at 4:30 p.m.

Mr. Murray read the minutes for the October, 2009 meeting. Motion made by Ms. Thurston to approve the minutes. Motion seconded by Ellen Varnerin. Unanimous vote.

Minutes from the April 8, 2010 meeting were read by Mr. Murray. Motion made by Ms. Thurston to approve the minutes. Motion seconded by Ms. Varnerin. Unanimous vote.

Mr. Murray read a letter he wrote on May 12th to Beth Albert, Barnstable County Human Services regarding our needs survey in Bourne. He requested demographic information on younger generation, as seniors seem to be well-served by the COA. Ms. Carr stated that she had spoken to Ms. Albert last week and she would have Warren Smith call her.

The committee discussed demographics received from members. St. Vincent DePaul, School Dept., Police Dept, COA. Ms. Thurston will provide the information on housing and human services coordinators on Cape Cod to Ms. Carr.

Ms. Carr stated that we have 1,000 additional copies of the Human Services booklet.

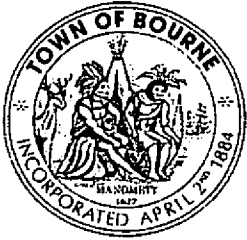
Next meeting scheduled for Tuesday, June 22, 2010 at 4:30

Meeting adjourned at 5:15 p.m.

Respectfully submitted,

Barbara Thurston

2010 JUN 28 PM 12 52
TOWN CLERK'S OFFICE
BOURNE TOWN



Bourne Human Services Committee Meeting Notice



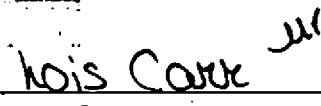
Date: Tuesday
June 22, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Human Resources Needs Survey.
3. Review of agencies receiving funding from FY2011 Human Services Budget
4. Any other business that may come before the committee.



Lois Carr
June 7, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Tavares, Thurston, Varnerin, and Vickery

2010 JUN 7 PM 2 54

**Bourne Human Services Committee
Minutes of the Monthly Meeting**

June 22, 2010

2010 OCT 27 AM 8 21
In Attendance: Chairperson Lois Carr, Barbara Thurston, Leona Bambaci and Lt.
Richard/Tavares R.K.'S OFFICE

BOURNE, MASSACHUSETTS
Absent: Sandy Vickery, Andy Murray, Ellen Varnerin and Linda A. Morales

Meeting was called to order at 4:51 PM

Minutes of the May 17, 2010 meeting were read & reviewed. Lt. Tavares voted to approve the minutes as written. Lois Carr seconded the motion and the minutes were unanimously approved.

Lois Carr distributed paper work to all in attendance and reviewed same with everyone. Lois made everyone aware of the new changes to the "open meeting" law that goes into effect July 1, 2010.

Barbara Thurston reviewed her research on Human Service Coordinator positions on the Cape and the towns listed. Barbara handed out and reviewed the wait list for housing in Bourne.


Leona Bambaci discussed the concept of "pass it on" used equipment for the handicapped. She talked about where the handicapped could go to get equipment and what people could do with their old/used equipment.

Lois discussed the idea of having the agencies that are getting funding from the Human Services Committee to come before the Committee and explain how the money will be used. The first three (3) agencies to appear before the Committee would be: Cape Abilities, Nami and Sight Loss Services.

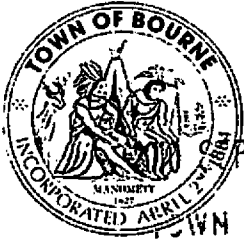
The September meeting date will be scheduled at a later date.

Meeting adjourned at 5:21 PM.

Respectfully submitted,



Richard E. Tavares



Bourne Human Services Committee Meeting Notice



7 AM 8 PM

TOWN CLERK'S OFFICE

Amended

Date: Tuesday
September 14, 2010

Time: 4:30 P.M.

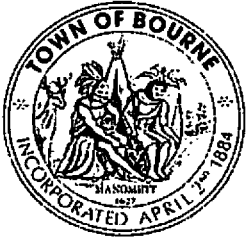
Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Introduction of new member
2. Approve minutes of previous meeting.
3. Election of chairperson.
4. Human Services unmet needs survey.
5. Scheduling presentations of human services budget recipients
6. Next meeting date
7. Topics for future discussion

Lois Carr
Lois Carr
September 7, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Holmes, Morales-Morceau, Murray, Speakman, Tavares, Thurston,
Varnerin, and Vickery



Bourne Human Services Committee Meeting Notice



Date: Tuesday
September 14, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Introduction of new member
2. Approve minutes of previous meeting.
3. Election of chairperson.
4. Human Services unmet needs survey.
5. Scheduling presentations of human services budget recipients
6. Next meeting date
7. Topics for future discussion
8. Any other business that may come before the committee.

Lois Carr
Lois Carr

September 3, 2010

TOWN CLERK'S OFFICE
SEP 3 2010
3 PM 10 23

cc: Town Clerk
Selectmen

Committee: Bombaci, Carr, Holmes, Morales-Morceau, Murray, Speakman, Tavares, Thurston,
Varnerin, and Vickery

Minutes of the September 14, 2010 Meeting
of the Bourne Human Services Committee

2011 JAN 27 AM 10
TOWN CLERK'S OFFICE

Members Present: Lois Carr, Barbara Thurston, Andrew Murray

Election of chairman of the committee will be postponed until there are more members present.

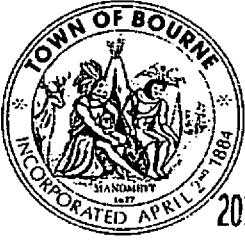
There was a discussion about inviting the following agencies to our next meeting for them to present services offered to the residents of Bourne.

- o NAMI
- o Cape Abilities
- o Sight Loss

Ms. Carr will contact members to make sure date and time of the meeting is convenient for a majority. The next meeting will be held in October. A tentative date was set for October 26, 2010.

Respectfully submitted,


Andrew E. Murray



Bourne Human Services Committee Meeting Notice



2010 OCT 18 AM 9 59

TOWN CLERK'S OFFICE
BOURNE, MASS

Date: Tuesday
October 26, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

AGENDA

1. Approve minutes of previous meeting.
2. Election of chairperson.
3. Presentations by human service budget recipients
 - a. 4:35 – Cape Abilities
 - b. 4:45 – Sight Loss Services
 - c. 4:55 – NAMI Cape Cod
4. Human Services unmet needs survey update.
5. Next meeting date.
6. Topics for future discussion.

Lois Carr *LC*
Lois Carr
October 18, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Speakman, Tavares, Thurston, Varnerin

Human Services Committee Meeting
Oct. 26, 2010
Bourne Town Hall

Present: Mr. Andy Murray, Lt. Richard Tavares, Mrs. Linda Morales-Morceau, Chairperson Lois Carr, and Ms. Mandi Speakman

Absent: Ms. Barbara Thurston, Ms. Leona Bambaci, and Ms. Ellen Varnerin

Meeting was called at 4:37 pm

Motion: Called by Chairperson Lois Carr to approve the June 22, 2010 Minutes. Minutes were approved by Andy Murray, and Richard Tavares seconded the motion and the minutes were unanimously approved.

Andy Murray read the Minutes of the Sept. 14, 2010 meeting, the minutes were approved by Lois Carr, and seconded by Richard Tavares. The Minutes were unanimously approved.

As per the discussion of the June 22, 2010 meeting in which Lois Carr discussed the concept of having the agencies that will be getting funding from the Human Services Committee come before the Committee to explain how the money will be used, two (2) of the three (3) agencies appeared, they being Cape Abilities, and Sight Loss Services. NAMI did not make an appearance at this meeting.

Mr. Larry Thayer, President and Director of Cape Abilities of Hyannis, MA. founded in 1968 for the mentally ill of Cape Cod. Mr. Thayer came before the committee, and explained to us how many and what type of facilities they have and who their clients are, they run Residential, Group Homes, and Day Programs. They are community based, and have the largest Residential Facility on Cape Cod, with 13 Group Homes, and 2 Day Programs. Everything do is geared to the individual client, and within their vocational programs they run their own businesses that put their clients to work, such as vending machine businesses, a local farm, and a pie company in Centerville, MA. Their janitorial services on Camp Edwards have been cut back, and their National Sea Shore Program has been discontinued completely.

80% of their budget is supplied by State and Federal contracts, they are responsible for acquiring the other 20% and that's why they have come to us.

A representative of Sight Loss Services came before the Committee, a Ms. Cynthia Stead. Sight Loss Services runs a Out-Reach for people with vision loss and vision problems. Their programs are for Senior Citizens and Children. They match people with resources,

and their programs include, Home Visits, Audio Cassettes, and various equipment that can enable their clients to (A) Stay in their homes, (B) keep them independent, and (C) give them a better quality of life.

Their overall budget is \$100,000.00, and 23% is supplied by Grants and Donations, they are responsible for raising the other 77% needed, and that is why they have come to our committee requesting funding.

Andy Murray brought in a booklet called, "Monitoring The Human Condition," Improving The Human Environment On Cape Cod, it's a questionnaire. Lois has contacted the Barnstable Human Services, a Ms. Elizabeth Albert that put out this study, the Barnstable County Dept. of Human Services is conducting a study to help identify the health and human services needed by cape Codders. As of this meeting Ms. Lois Carr had not heard back from Ms. Albert, Ms. Carr will continue her efforts to speak with Ms. Albert and report back to us at the November Meeting. We need the outcome of this Survey to prove need as far as services are concerned.

The next meeting is scheduled for Tuesday, Nov. 23, 2010, at 4:30pm. The budget will be discussed and settled at our December Meeting.

Ms. Lois Carr has been in touch with a Ms. Gleason at the National Alliance for the Mentally ill, we're not sure how many people they serve in Bourne; we need more information from their agency and a specific number of clients served in Bourne before we can consider them for funding.

Meeting was adjourned at 5:26pm

Respectfully Submitted By,

Mrs. Linda Morales-Morceau

Chapman, Wendy

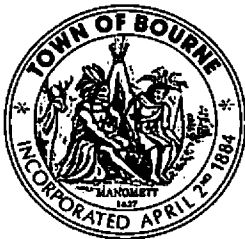
From: Carr, Lois
Sent: Tuesday, November 23, 2010 1:33 PM
To: Chapman, Wendy
Subject: Human Services meeting

To: Bourne Town Clerk

From: Lois Carr, Chairman, Bourne Human Services Committee

The Human Services Committee meeting scheduled for November 23, 2010 at 4:30 p.m.
has been cancelled due to the lack of a quorum.

2010 NOV 23 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS.



Bourne Human Services Committee Meeting Notice



Date: Tuesday
November 23, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

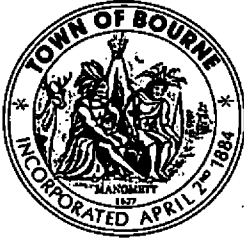
AGENDA

1. Approve minutes of previous meeting.
2. NAMI Cape Cod presentation.
3. Discussion of the Human Services unmet needs survey – bring ideas of what data we want to obtain.
4. Next meeting date.
5. Topics for future discussion.

2010 NOV 15 AM 9 07
TOWN CLERK'S OFFICE
BOURNE, MA 02532

Lois Carr
November 12, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Speakman, Tavares, Thurston, Varnerin



Bourne Human Services Committee Meeting Notice



CANCELLED

Date: Monday
December 20, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

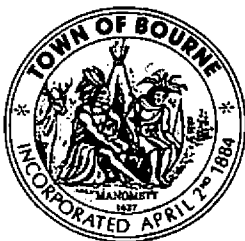
2010 DEC 20 PM 3 56
TOWN CLERK'S OFFICE

AGENDA

1. Approve minutes of previous meeting.
2. Review and discussion of FY12 budget requests.
3. Vote on Human Services budget.
4. Options for change in meeting time.
5. Topics for future discussion.

Lois Carr
December 14, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Speakman, Tavares, Thurston, Varnerin



Bourne Human Services Committee Meeting Notice



Date: Monday
December 20, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

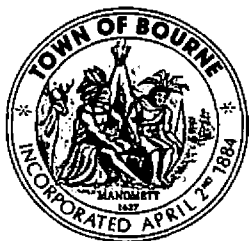
2010 DEC 14 AM 11 11
TOWN CLERK'S OFFICE

AGENDA

1. Approve minutes of previous meeting.
2. Review and discussion of FY12 budget requests.
3. Vote on Human Services budget.
4. Options for change in meeting time.
5. Topics for future discussion.

Lois Carr
December 14, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Speakman, Tavares, Thurston, Varnerin



Bourne Human Services Committee Meeting Notice



Date: Tuesday
December 28, 2010

Time: 4:30 P.M.

Location: Upper Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

2010 DEC 21 PM 11 08
TOWN CLERK'S OFFICE
PC 001

AGENDA

1. Approve minutes of previous meeting.
2. Review and discussion of FY12 budget requests.
3. Vote on Human Services budget.
4. Options for change in meeting time.
5. Topics for future discussion.

Lois Carr
December 21, 2010

cc: Town Clerk
Selectmen
Committee: Bombaci, Carr, Morales-Morceau, Murray, Speakman, Tavares, Thurston, Varnerin

Bourne Human Services Committee
December 29, 2010
Bourne Town Hall

2011 JAN 26 AM 8 30

Present: Lois Carr, Andy Murray, Leona Bombaci, Richard Tavares, Barbara Thurston, Mandi Speakman TOWN CLERK'S OFFICE

Absent: Ellen Varnerin, Linda Morales-Morceau, John Ford

Meeting called at 4:31pm

Motion: By Andy Murray, seconded by Mandi Speakman to approve the October 26, 2010 minutes. Unanimously approved as amended (change page 2, paragraph 3, line 4 to read "Barnstable County Dept. of Human Services has conducted a study").

Motion: By Andy Murray, seconded by Barbara Thurston to approve Lois Carr as Chairperson for the Bourne Human Services Committee. Unanimously approved.

Discussion: Budget and Grant proposals for FY 2012

- Mandi was asked what the Town is proposing for FY 2012 budget; answer was that Department Heads have been instructed to submit level-funded budgets, but also to be looking at where cuts could be made.
- Question was raised regarding what the VNA does, noted that their request is the largest. Lois and Mandi listed the services offered both from work experience and the VNA written proposal. Mandi offered the information that the VNA nurses routinely stay beyond the 1½ hours they are paid to run the blood pressure clinic in order to serve everyone.
- NAMI's proposal was questioned, both the data regarding # of Bourne residents served and the comment in their proposal "I guess it's worth the effort for a \$350 grant".
- Explanation by Leona of the Bourne Youth Council including:
 - Desire of BYC to do more, but challenged by lack of participation
 - Discussion over BYC having "human services" aspects
 - Discussion over BYC funding, fundraising, absence of grantwriting

Motion: By Andy Murray, seconded by Rich Tavares to eliminate NAMI funding and add the \$350 to the VNA grant request, bringing them to \$22,350. Unanimously approved.

Motion: Andy Murray, seconded by Rich Tavares to level fund all other grant requests. Unanimously approved.

Discussion: Requested by committee members for the VNA to be notified of the reason for the additional \$350 (meaning paying the blood-pressure clinic nurses for their extra time). It was decided to ask Debbie to include this in the grant letter.

Discussion: Changing meeting time

- Should be at a time the general public can attend
- Tuesdays are generally best for all
- 4pm would work for committee members to accommodate work schedules and commuting time

Next Meeting: Tuesday, January 25, 2011 at 4pm

Motion: Andy Murray, seconded by Barbara Thurston to adjourn, unanimously approved

Meeting adjourned at 5:27pm

Respectfully submitted,

A handwritten signature in cursive script, reading "Mandi Speakman", followed by a horizontal line.

Mandi Speakman
Director, Bourne COA

ISWM Working group meeting of 1/7/10

Location at the ISWM offices

9:30 A.M.

Agenda

Organize topics for future discussion and ground rules.

Other business.

NOTE: NO DECISIONS OR VOTES WILL BE TAKEN AT THIS MEETING

2010 JAN 7 AM 8 28
TOWN CLERK'S OFFICE,
BOURNE, MASS

2010 JUL 16 PM 1 28

TOWN CLERK'S OFFICE

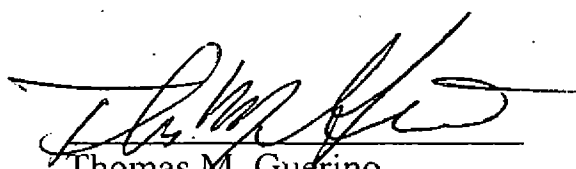
ISWM/FINANCE COMMITTEE WORKING GROUP

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday July 28, 2010	10:00 A.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

- 1) Review and discussion of FY10 ISWM Revenues and Expenditures
- 2) Review and discussion of FY11 ISWM Budget
- 3) Accounting approaches to a clearer view of ISWM's financial position
- 4) Other business discussion that does not require a vote of the working group
- 5) Adjourn



Thomas M. Guerino
Town Administrator

Date: July 16, 2010

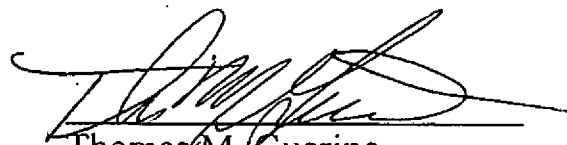
2010 NOV 1 PM 11 12 **FINANCE COMMITTEE**
TOWN CLERK'S OFFICE **ISWM WORKING GROUP**
BOURNE, MA 019

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Friday November 5, 2010	10:30 A.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

- 1) Review and discussion of FY11 ISWM Budget, Revenues and Expenditures
- 2) Accounting approaches to a clearer view of ISWM's financial position
- 3) Discussion on Long Term Plans, Capital Funding, and DPW Facility
- 4) Other business discussion that does not require a vote of the working group
- 5) Adjourn


Thomas M. Guerino
Town Administrator

Date: November 2, 2010

Jonathan Bourne Public Library Board Trustees

Meeting Agenda

January 21, 2010 at 5 PM

Jonathan Bourne Public Library, Conference Room

Approval of minutes from December 17

Director's Report

General Operations

- a) Personnel
- b) Building and Grounds
- c) Technology
- d) Fundraising events

Review and endorse the staff's Strategic Five-Year Plan

Update on information regarding a chairlift

State Ethics Commission Online Training Program

Schedule to review policies

Any other old or new business that might legally come before the Trustees

Set next meeting date

Adjournment

2010 JAN 15 PM 4 25
TOWN CLERK'S OFFICE
BOURNE, MASS.

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY

19 Sandwich Road
Bourne, Massachusetts 02532

Minutes for the January 21, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Heather DiPaolo
Stephanie Kelly
Anne LaPlante
Penny Myers
Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

Joan Simpson

Guests:

Minutes: Linda Zuern opened the meeting at 5:12. Minutes from the December '09 meeting were voted on and approved.

Director's Report: Patrick Marshall had meetings with the Town Administrator over FY11 budget, the Regional Transition group to discuss consolidation of six MA regions into one, Greenwood & Robinson reps to discuss work done on the cupola, a finally a mini-golf fundraiser meeting at the library. There was also a workshop that he attended on Mobile Devices & Libraries to learn how mobile devices are changing the way libraries do business. Our director left no one behind this month.

Personnel: Nothing out of the ordinary to report.

Building & Grounds: The new interior ADA door was installed on 1.15.10. The cupola began leaking again and Green & Robinson came in to investigate. An additional leak was discovered and they will be in to fix. The Trustees were given a slideshow of the work that was done thus far by Green & Robinson. We learned about the puddle issues and ceiling repairs that will be concluded in the spring when the weather improves.

Budget: P. Marshall is working with the Town Administrator on the requested reductions to FY11 budget. The current FY10 budget is performing according to plan.

Review and endorse staff's Strategic Five-Year Plan: Anne LaPlante made the motion to accept the Strategic Five Year Plan, and Heather DiPaolo seconded the motion. All voted to approve.

Update on information regarding a chairlift: We are still gathering information about the chairlift. The site visit in Dennis was not able to happen before the meeting, but there will be information by the February meeting. P. Marshall found that the fire department only allows a chairlift with a fold-up seat.

State Ethics Forms: All Trustees and JBPL staff are required to take an online State Ethics exam by April 1, 2010.

Schedule to review policies: We have decided that as a board we would like to review popular library policies during our monthly meetings. We have set a goal to review and approve two to three policies per year.

New Business: Linda Zuern informed us of a search website; wolframalpha.com that would be good for the library computers. H. DiPaolo reported on the sad fate of the Bourne elementary school library closings. Unfortunately there is little that the JBPL can do except to offer basic library services to the children during after school hours. A. LaPlante mentioned the need for new Trustee candidates in the May election. A. LaPlante and H. DiPaolo both have expired terms in May 2010. A. LaPlante will not be seeking re-election and H. DiPaolo was uncertain of her intentions to run.

Meeting adjourned 6:55pm.

Next Meeting Date: February 25, 2010, 5:30pm

Respectfully submitted,
Heather A.M. DiPaolo, Clerk

02 2 10 [1102

Jonathan Bourne Public Library Board Trustees

Meeting Agenda

February 25, 2010 at 5:30 PM

Jonathan Bourne Public Library, Conference Room

Approval of minutes from January 21

Director's Report

General Operations

- a) Personnel
- b) Building and Grounds
- c) Technology
- d) Upcoming Fundraising Events

Update on information regarding a chairlift

Policy Review update

Any other old or new business that might legally come before the Trustees

Set next meeting date

Adjournment

2010 FEB 22 AM 11 06
TOWN CLERK'S OFFICE
BOURNE, MASS

Jonathan Bourne Public Library

19 Sandwich Road

2010 APR 27 AM 9 09

Bourne, MA 02532

TOWN CLERK'S OFFICE
Patrick W. Marshall
Director

Phone: 508-759-0644

Fax: 508-759-0647

**Meeting Notes
Jonathan Bourne Public Library
Board of Trustees
February 25, 2010**

Members Present – Linda Zuern (Chair), Penny Myers, Joan Simpson (Vice Chair)

Others Present – Patrick Marshall (Library Director)

Guests Present – Diane Flynn, Diane Baptiste

Call to order given at 5:30 p.m. No quorum present

A brief update was given on the possible rail chair for the back stairwell. P. Marshall and J. Simpson visited the West Dennis Library on Jan 26 to review their rail chair. J Simpson is working on getting a vendor to come in and look at our stairwell to assess our needs.

A reminder was given that the next regularly scheduled meeting would be on March 25, 2010 at 5:30 at the library.

Respectfully submitted,

Patrick W. Marshall

Jonathan Bourne Public Library Board Trustees Meeting Agenda

March 25, 2010, at 5:30 PM

Jonathan Bourne Public Library, Conference Room

Approval of minutes from January 21 and notes from February 25

Director's Report

General Operations

- a) Personnel**
- b) Building and Grounds**
- c) Technology**
- d) Report on the Mini-golf Fundraiser and any other fundraising events**

Update on information regarding a chairlift

Policy Review

Any other old or new business that might legally come before the Trustees

Set next meeting date

Adjournment

2010 MAR 15 AM 11 46
TOWN CLERK'S OFFICE
TOWN OF BOURNE

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY

19 Sandwich Road

Bourne, Massachusetts 02532

Minutes for the March 25, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Heather DiPaolo

Anne LaPlante

Penny Myers

Joan Simpson

Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

Stephanie Kelly

Guests:

Minutes: Linda Zuern opened the meeting at 5:32. Minutes from the January 21st meeting were voted on and approved. Notes from the February 25th meeting will be voted on at the April meeting.

Director's Report: Patrick Marshall had meetings with the SEMLS Board, the CLAMS Board, the Friends of the library, and met with Regional Transition group in Chicopee. The 2nd annual Dewey Classic was a success once again. On March 7th about 400 participants took part in the golf, raffles, and treats that made the day special inside the library. The net profit was about \$2600 and will be used for summer programming.

Personnel: Nothing out of the ordinary to report.

Building & Grounds: Early in March the main printer was damaged with a paper jam. Dell is proving to be difficult to work with to get service done. New printer ordered and will be installed at the end of the month. Scott Otis of Atlantic Carpet in to clean carpets as barter for being the Beacon of Support for April. Upper Cape Tech Students began work in library on computers at the end of March. The Middle School and/or the High School Art Club will begin work in March to paint a wall mural in the children's department of the library. This work is being done each Monday and will be completed by mid June.

Budget: The current FY10 budget is 75% spent and on track for the year.

Update on information regarding a chairlift: On March 16th the chairlift company, Totally Mobile, from Sandwich came to measure the JBPL for a lift. They feel that it can be installed with an adjustable seat for \$4300 plus carpentry work and an electric upgrade. Joan Simpson will ask the Fire Department to visit library and answer questions about the exit door positioning. However, this whole chairlift conversation led to a larger discussion about what the goals are for the future of the library. Now that the expansion question (with federal funds) has been passed up we want to know how to enhance the library with the shell that we have. P. Marshall was going to ask Cheryl Bryant for some sitting area recommendations to begin this process.

Policy review: Patrick presented us with a revised meeting room use policy. There was debate over the new and detailed points added. Anne LaPlante made a motion to endorse newly drafted Meeting Room use policy and Joan Simpson endorsed the motion. All voted in favor and the new policy was accepted for immediate use.

New Business: A. LaPlante and H. DiPaolo both have expired terms in May 2010. A. LaPlante will not be seeking re-election and H. DiPaolo will be the incumbent running. At the time of the meeting four people had taken nomination papers out at the Town Hall for the two spots open.

Meeting adjourned 7:20pm.

Next Meeting Date: ~~March~~ April 15, 2010, 5:30pm

Respectfully submitted,
Heather A.M. DiPaolo, Clerk

02 2 00 1 880 1102

Jonathan Bourne Public Library Board Trustees
Meeting Agenda

April 15, 2010, at 5:30 PM

Jonathan Bourne Public Library, Conference Room

Approval of minutes from March 25 and notes from February 25

2010 APR 13 PM 2 07

TOWN CLERK'S OFFICE

Director's Report

General Operations

a) Personnel

b) Building and Grounds

c) Technology

Update on inspection of the fire door regarding the chairlift

Policy Review

Any other old or new business that might legally come before the Trustees

Set next meeting date

Adjournment

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY

19 Sandwich Road

Bourne, Massachusetts 02532

Minutes for the April 15th, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Heather DiPaolo

Anne LaPlante

Penny Myers

Joan Simpson

Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

Stephanie Kelly

Guests:

Minutes: Linda Zuern opened the meeting at 5:32. Minutes from the March 25th meeting were voted on and approved. Notes from the February 25th meeting will be voted on at the May meeting.

Director's Report: Cheryl Bryan from SEMLS visited the JBPL per our request to evaluate the floor plan on April 12th and will have a report ready for review at the May board meeting. Patrick also had meetings with Town Department heads, the CLAMS board, and a first meeting ever with the MA Library System in Worcester.

Personnel: Nothing out of the ordinary to report.

Building & Grounds: Upper Cape Tech Students installed new printer and cleaned old public computers. This is proving to be a beneficial experience for both parties. The High School Art Club has begun work painting a wall mural in the children's department of the library and the jungle theme is coming to life within the stacks. The nonfiction library materials are continually being reviewed for weeding and rearranging.

Budget: The current FY10 budget is on track for the year. A draft of the FY11 budget was presented with \$4,000 in cuts from the current year.

Update on inspection of fire door regarding the chairlift: Joe Carrara from the Bourne Fire dept came to the JBPL and looked at the door in question that will be used for the chairlift. He stated that the pezzanine door to the stairway was fire door and designed to be shut in case of a fire. He called Roger Laporte in the inspections office since it was more of a code question than a fire question. R. Laporte stated that the door has to remain as it is now and swing out. Also, the door cannot be removed. We then went back to the company that provided the quote to get more information and Ken Bearse from Totally Mobile stated that the door couldn't open onto the stairs for a lift to work. It has to open inward from the stairwell. We cannot put a chairlift in this stairwell.

Policy review: Patrick discussed the current print copy policy with us. Currently, the first copy is free with a subsequent charge of \$0.10 for each black copy and \$0.25 for each color copy. Anne LaPlante made a motion to require payment on all copies without a free print as of May 1st and Joan Simpson endorsed the motion. All voted in favor and the new policy was accepted for use beginning May 1st.

Next Meeting Date: May 20, 2010, 5:30pm

Meeting adjourned 6:20pm

Respectfully submitted,
Heather A.M. DiPaolo, Clerk

2010 MAR 15 PM 1102

2010 MAR 15 PM 1102

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY

19 Sandwich Road

Bourne, Massachusetts 02532

Minutes for the June 16, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Heather DiPaolo

Donny Myers

Joan Simpson

Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

Stephanie Kelly

Liane Flynn

Guests:

Minutes: Joan Simpson opened the meeting at 5:32. Minutes from the May 20th meeting were voted on and approved.

Director's Report:

General Operations: On June 2, 2010 the Survey Monkey library survey was completed and launched into cyberspace with paper copies available in the library as well. Answers will be gathered at least until the end of June. Egyptian program at the library was well attended and the summer concerts are set to begin in two weeks.

Personnel: Nothing out of the ordinary to report.

Building & Grounds: The High School Art Club has completed a jungle themed wall mural in the children's department. Work on the portico should take place last week of June by Lucido Masonry of Nantucket Beach. The cupola work should be completed by the end of June. This was the rot that was found in the winter and needed warmer weather to repair. Also, the reading tables and chairs have been ordered and should come in by mid-August.

Conversation arose about the general landscaping appearance of the building and we decided to get a handyman and volunteers to help 'spruce up' the place under the supervision of P. Myers and L. Zuern.

This work will be completed before our August meeting.

Technology: Nothing to report.

Budget: The current FY10 budget is coming to a close and on track for spending the year.

Action items from C. Bryant report: These suggested improvements got everyone talking about the aesthetic issue inside the library. What do we need to do to brighten up the current space? A suggestion was made to move the magazine racks upstairs with the study booths. Another possibility is using Building Fund monies to purchase slimmer magazine racks to open up the downstairs space. We want to make sensible changes in the space that we have.

New meeting law review: We all read through the copies of the new meeting law and P. Marshall went over the fine print details for us. This law takes effect on July 1, 2010.

Post meeting 48hrs in advance with online availability to the agenda

Agenda is the only items that we can discuss - no more "New/Old Business" line items

Directors report cannot be discussed - just reported

All paper items handed out in the meeting have to be reported to Town hall with minutes

Minutes cannot be generalized - need to be specific

Two or more Trustees talking about library issues anywhere is considered deliberation

Next Meeting Date: August 12, 2010, 5:00pm

Meeting adjourned 6:15pm

Respectfully submitted. Heather A.M. DiPaolo, Vice Chairperson

Jonathan Bourne Public Library

Trustees Meeting Agenda

Thursday, August 12, 2010

5:00 pm

Jonathan Bourne Public Library Conference Room

- **Approval of June 17 Minutes**
- **Reaffirm approval of April and May minutes**
- **Reaffirm closing of Library on July 03, 2010**
- **Director's Report**
 - (a) **General Operations**
 - (b) **Personnel**
 - (c) **Building and Grounds**
 - (d) **Technology**
 - (e) **Policy Review**
- **Action Items from C. Bryant's report**
- **Study Booths**
- **Magazine Stands**
- **Furniture**
- **Next Meeting Date**
- **Adjournment**


Joan T. Simpson

Chairman, Trustee Committee

August 05, 2010

2010 AUG 3 PM 11 49
TOWN CLERK'S OFFICE
JONATHAN BOURNE PUBLIC LIBRARY

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY
19 Sandwich Road
Bourne, Massachusetts 02532

Minutes of the August 12th, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Heather Dipaolo
Stephanie Kelly
Penny Myers
Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

Joan Simpson
Diane Flynn

Guests:

Paul Gately, Reporter
Bourne Courier

Heather Dipaolo called the meeting to order at 5:07 p.m.

Minutes: Penny Myers moved to amend the June minutes to reflect the removal of the sentence "A suggestion was made to move the magazine racks upstairs with the study booths" under the section titled "Action items from C. Bryant report." Penny Myers also moved to approve amended minutes. Linda Zuern seconded the motion and the vote was unanimous to amend and approve the June minutes.

Linda Zuern moved to reaffirm approval of the May minutes. Penny Myers seconded the motion and the vote was unanimous to reaffirm approval of the May minutes.

Director's Report (see attached):

- a) General Operations: No new business to report.
- b) Personnel: No new business to report.
- c) Building and Grounds: Cupola work completed.

Linda Zuern and Win McLane pulled bushes, cut down vines and saplings and performed a general clean up in the garden on the side of the library. Penny Myers, Joan Simpson and her husband worked in the front garden area. Linda would like to get a team of volunteers to work on the parking lot perimeter side in October. See Director's Report for further information in this regard.

A discussion ensued with regard to a broken branch that is in danger of falling on the parking lot. Director will contact the Department of Public Works with regard to its removal.

- d) Technology: No new business to report.

2010 SEP 27 PM 3 16

- e) Policy Updates: No new business to report.

Other Items Reported by Director:

- a) Director is currently working on the completion of the ARIS report which is the first part of the certification process.
- b) Survey Monkey results -- approximately 140 responses.
- c) Fall programs in place including writing workshops, author visits, and a speaker on haunted New England.
- d) A reminder that the Dancing with the Bourne Stars program is on September 19, 2010.
- e) Director is currently working on September/October newsletter. Currently sent to approximately 100 e-mail address and 100 hard copies available in the library. Interested parties may sign up for e-mail delivery on the library website, via hard copies of the newsletter and at the circulation desk.
- f) Changes in MLS have not had an impact on delivery. However, the termination of reference centers statewide, including Falmouth and Quincy (those most often used by JBPL) has had a negative effect. In addition, JBPL is now covering shipping costs for items requested from out of the delivery service area since SEMLS is no longer covering costs. Estimated cost is between \$200 and 300.
- g) No budget report this month. Year ended with a small surplus that was returned to the Town.

Action Items from C. Bryant's Report: Magazines can now be moved to the reading area since shelving is interchangeable. Linda Zuern reported on her visit to the new Mashpee Library. Linda indicated that the shelving was similar to what is in JBPL and that the new library has nice lighting, windows and a good children's space which is quite large.

Study Booths: No news to report at this time.

Magazine Stands: See "Action Items from C. Bryant's Report" above.

Furniture: See Director's Report attached.

Next Meeting Date September 23, 2010 at 5:30 p.m.

Stephanie Kelly moved and Linda Zuern seconded the motion to adjourn the meeting at 5:50 p.m.

Director's Report
August 12, 2010 Board of Trustees Meeting
(June - August Activity)

- 6/18/10 – Attend Dept. Head Meeting at Town Hall.
- 6/21/10 – Attend Friends of the Library meeting.
- 6/22/10 – Cupola work completed.
- 6/24-6/30/10 – Library survey developed and put out.
 - Completed end of Fiscal Year budgets and payrolls.
 - Worked on summer online newsletter.
- 6/30/10 First concert on the lawn – 52 people attended. Concerts proved to be very successful this year with 4 new bands and 3 returning acts. We had one cancellation because of performer illness. No makeup day is planned. Most concerts had over 50 people with only one lowly attended show. I'm guessing that being inside and a rainy night made the difference for that particular show.
- 7/1/10 – Public computers down – Comcast is the issue. Diane works with them and managed to get things running again. This issue will continue off and on for the next week as Comcast seems to experience slowdowns during the afternoon.
- Weeding continues in the 600s. Will finish up through the NF616 area.
- July DVD order completed.
- July Books on CD order completed.
- 7/22/10 – Attend Massachusetts Library System (MLS) Board meeting in Quincy.
- 8/3-8/11/10 – Director away on vacation.

Upcoming

- 8/17/10 – Author visit with Mathew Frank 7:00
- 8/23/10 – MLS Board meeting in Worcester.

Have been in contact with Bourne Energy Coordinator who is working with Cape Light Compact. They will be conducting a full energy audit of the library sometime in the next few weeks. No further details available at this time.

New tables have come in and have been placed around the library. Chairs will not arrive until mid month. Magazines will be moved into the new "reading room" as time allows and as the busy summer season winds down. Shelves are interchangeable and will fit in nicely with what we have now.

Am trying to get information regarding how other libraries take care of their gardens. I think if we do an "Adopt a Garden" program here, it would be a great community event. Lakeville does this and I will stop in to see how they work it. Also have feelers out to other libraries. Will let you know what I find.

Respectfully submitted,

Patrick W. Marshall

Jonathan Bourne Public Library

Trustees Meeting Agenda

Thursday, September 23, 2010

5:30 pm

Jonathan Bourne Public Library Conference Room

- **Approval of August 12 Minutes**
- **Director's Report**
 - (a) **General Operations**
 - (b) **Personnel**
 - (c) **Building and Grounds**
 - Landscaping and Gardens
 - Cape Light Evaluation
 - (d) **Technology**
 - (e) **Policy Review**
- * **Trustee's Report**
 - (a) **Corrections to web site**
 - (b) **E-mail list**
 - (c) **Survey**
 - (d) **Development of Trustee's Policies**
- **Action Items from C. Bryant's report**
- **Study Booths**
- **Magazine Stands**
- **Next Meeting Date**
- **Adjournment**

2010 SEP 20 AM 11 28
TOWN CLERK'S OFFICE
BORNE

The first part of the report discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the company's financial health and for providing reliable information to management and investors. The report also highlights the need for regular audits to ensure the integrity of the financial data.

The second part of the report provides a detailed analysis of the company's current financial position. It includes a breakdown of the company's assets, liabilities, and equity, as well as a comparison of the current financial statements with those of the previous year. The analysis shows that the company has achieved a significant increase in its net income and a decrease in its debt-to-equity ratio, indicating a strong financial performance.

The third part of the report discusses the company's future financial outlook. It includes a forecast of the company's revenue, expenses, and net income for the next five years. The forecast is based on a number of assumptions, including the company's ability to maintain its current market share and to successfully implement its new product line. The report also includes a sensitivity analysis that shows how the company's financial performance would be affected by changes in these assumptions.

The fourth part of the report discusses the company's risk management strategy. It identifies the major risks facing the company, such as changes in market conditions, fluctuations in interest rates, and the possibility of a major lawsuit. The report also describes the company's efforts to mitigate these risks, such as by diversifying its investments and by purchasing insurance.

The fifth part of the report discusses the company's internal control system. It describes the company's policies and procedures for managing its financial affairs, and it evaluates the effectiveness of these controls. The report also identifies areas where the company's internal controls could be improved, such as by implementing more rigorous procedures for approving large expenditures.

The sixth part of the report discusses the company's compliance with applicable laws and regulations. It describes the company's efforts to ensure that it is in full compliance with all relevant laws and regulations, and it identifies any areas where the company may be in non-compliance. The report also describes the company's efforts to improve its compliance program, such as by providing training to its employees on the company's policies and procedures.

The seventh part of the report discusses the company's environmental, social, and governance (ESG) performance. It describes the company's efforts to reduce its carbon footprint, to improve its labor practices, and to enhance its corporate governance. The report also includes a table showing the company's ESG performance relative to its peers in the industry.

The eighth part of the report discusses the company's overall financial performance. It includes a summary of the company's key financial metrics, such as its revenue, net income, and return on equity. The report also includes a table showing the company's financial performance over the past five years, and it compares the company's performance to that of its peers in the industry.

The ninth part of the report discusses the company's future financial goals. It describes the company's plans for increasing its revenue, reducing its expenses, and improving its financial performance. The report also includes a table showing the company's financial goals for the next five years, and it describes the company's efforts to achieve these goals.

The tenth part of the report discusses the company's overall financial strategy. It describes the company's approach to managing its financial affairs, and it identifies the key factors that will determine the company's long-term financial success. The report also includes a table showing the company's financial strategy over the past five years, and it describes the company's efforts to implement this strategy.

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY
19 Sandwich Road
Bourne, Massachusetts 02532

Minutes of the September 23rd, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Joan Simpson
Heather Dipaolo
Stephanie Kelly
Diane Flynn
Penny Myers
Linda Zuern

Staff Present:

Patrick Marshall

Trustees Absent:

None

Guests:

None

Joan Simpson called the meeting to order at 5:32 p.m.

Minutes: Penny Myers moved to approve the minutes from the August 12, 2010 meeting. Linda Zuern seconded the motion and the minutes were approved by unanimous vote.

Director's Report (see attached):

a) General Operations:

ARIS reporting is completed and JBPL has been certified. Budget this year along with revolving account puts the library at approximately \$2,000 over its municipal appropriation.

Children's programming schedule is attached to Director's report.

Budget report is attached to Director's report.

Director provided results from customer survey conducted in June, 2010. Trustees will review results for discussion at the October Board of Trustees Meeting.

b) Personnel: Sandy Cortese is out on family medical leave. See attached report for further details.

c) Building and Grounds:

A proposal from Cape Light Compact/Rise Engineering has been received that will provide approximately \$16,000 worth of work to be done at no cost to the

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library. The updates are expected to save over \$3,000 per year in electricity expenses. The work is expected to take approximately one week to complete and will begin in November.

Cape Light Compact is still in the process of evaluating the heating and air conditioning systems.

Director met with the Director of the Lakeville Library to discuss how the upkeep of their gardens is managed. Lakeville currently runs a program called "Green Again." The fifteen flower gardens have been adopted by volunteers. The Friends of the library delineate what types of plants, etc. will be planted since they provide the funding for the purchase of the plants. The volunteers adopt the gardens for approximately four months and their names and/or photos are displayed in the library.

JBPL Trustees noted that the library's gardens are not simple flower gardens and would require considerably more work. Therefore, an adoption program like that in place at Lakeville may not be the best approach to upkeep at JBPL. It was unanimously agreed by the Trustees that a day in spring should be picked for a day long volunteer event to weed, prune shrubs, etc. This would provide an opportunity to see what type of volunteer response is received and to make a plan to move forward from there. This date will be published in the appropriate month of the Director's newsletter .

d) Technology: No new business to report.

e) Policy Updates:

A discussion was held with regard to written guidelines for Trustees. There currently are not written guidelines and the Trustees unanimously agreed that they should be developed. Director provided information from the MA Public Library Trustees Handbook as well as MA state law for assistance in this regard.

Linda Zuern will place a copy of the policies used by the Board of Selectmen in the Trustees folders for review prior to the October meeting of the Board of Trustees. In addition, Trustees will review the MA Library Trustees Handbook and MA state law for further discussion at the October Board of Trustees meeting.

Action Items from C. Bryant's Report:

New chairs and tables for study area have been received. A discussion was held with regard to repainting or creating a new sign for the library that would attract more attention than the one currently in place.

Heather Dipaolo will contact Ian Meli at the Upper Cape Technical School to inquire as to whether this might be a vocational project the school would consider.

Director will check into the acquisition of blue and white directional signs for placement at key intersections near the library.

Study Booths: No news to report at this time.

Magazine Stands:

Magazines and cd's have not been switched yet due to staff shortage.

Furniture:

A discussion was held with regard to whether new, more comfortable chairs might make the mezzanine area more inviting. Trustees will investigate whether chairs like those recently purchased would be appropriate for this purpose.

Next Meeting Date October 21, 2010 at 5:30 p.m.

Linda Zuern moved and Diane Flynn seconded the motion to adjourn the meeting at 6:45 p.m.

Jonathan Bourne Public Library

2010 OCT 18 AM 11:12
Trustees Meeting Agenda

TOWN CLERK'S OFFICE
BOURNE HALL
Thursday, October 21, 2010

5:30pm

Library Conference Room

- **Approval of September 23, 2010 minutes**
- **Director's Report**
 - (a) **General Operations**
 - (b) **Personnel**
 - (c) **Building and Grounds**
 - (d) **Technology**
 - (e) **Policy Review**
- **Trustees Report**
 - (a) **Development of Trustee's Policies**
 - (b) **Friend's Report and Events**
- **Action Items from C.Bryant's Report**
 - (a) **Front Sign**
 - (b) **Library Foyer**
 - Walk through library to better understand the foyer; alcove;**
 - magazine racks**
- **Study Booths**
- **Magazine Stands**
- **Next Meeting Date**
- **Adjournment**

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY
19 Sandwich Road
Bourne, Massachusetts 02532

Minutes of the October 21st, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Joan Simpson
Heather Dipaolo
Stephanie Kelly
Diane Flynn
Penny Myers
Linda Zuern

Staff Present:

Patrick Marshall
Diane Ranney

Trustees Absent:

None

Guests:

None

2010 NOV 19 PM 2 34
TOWN CLERK'S OFFICE
BORNE, MASS.

Joan Simpson called the meeting to order at 5:33 p.m.

Minutes: Diane Flynn moved to approve the minutes from the September 23rd, 2010 meeting. Linda Zuern seconded the motion and the minutes were approved by unanimous vote.

Action Items from Cheryl Bryan's Report:

Sign: Heather Dipaolo has been in contact with Ian Meli at the Upper Cape Tech with regard to improving/creating a new sign for the library. Ian indicated that the costs would be for materials only and the sign he is suggesting would be made of a wood/plastic material that would be durable in outside weather. Ian did not have an estimate as to the cost and provided a proposed schematic of the sign during the Trustees' meeting. The Director suggested that any new sign should be in keeping with other signs in the area since the library is located in a historical area.

A discussion followed as to whether the existing sign might be moved to a different location where it would be more visible – perhaps closer to the entrance. The Director will contact Roger LaPorte (Bourne's Building Inspector) with regard to placement regulations.

Director has received two blue library signs for placement at key intersections.

Changes: The Director and Trustees conducted a walk-through tour of the library to observe changes that have been made. Director provided Trustees with a Customer Service Walkabout Guide for consideration while conducting the tour. Along with the changes noted in the Director's Report (see attached):

- the self-checkout machine has been moved to the main portion of the Circulation Desk and is performing 19-22% of circulation. The Director would like to eventually add 1-2 more Self-Checkout machines in the Children's Room as well as near the front desk;
- Children's Librarian has been checking into purchasing a comfortable chair, beanbag or couch for the children's area;
- New tables and chairs have been installed in the study alcove;
- Director will be ordering new chairs for the window alcove;
- Books on cassette will be removed from the library due to lack of use;
- The Friends marketing area at the entryway may move to another location within the library;
- Director suggested having a coffee maker and comfortable chairs in the front area.

Foyer: Penny Myers presented ideas for a bulletin board in the foyer area (see attached). Penny suggested going through the Upper Cape Tech or some type of organizing entity for production of tiles representing historical locations throughout the town. A source for creating the representations might be the squares from the library's quilt. Penny will work on this and present at the next meeting. Director suggested asking the Friends for funding for the project.

Director's Report: (See attached).

In addition to items in the attached Director's Report, Director reported that he has been notified by the Town Treasurer that two trusts exist for the benefit of the library:

- The Emily Bourne Library Trust - \$10,000 principal, \$19,500 current value
- The Mary Susan Cobb Trust - \$5,000 principal, \$5,270 current value

Children's Department Report: (See attached).

Next Meeting Date: November 18, 2010 at 5:30 p.m.

Linda Zuern moved and Joan Simpson seconded the motion to adjourn the meeting at 7:20 p.m.

Jonathan Bourne Public Library

Trustees Meeting Agenda

Thursday, November 18, 2010

5:30 pm

Jonathan Bourne Public Library Conference Room

2010 NOV 15 PM 2 10

TOWN CLERK'S OFFICE
BOURNE, MASS

- **Approval of October 21, 2010 Minutes**

- **Director's Report**

- (a) **General Operations**

- (b) **Personnel**

- (c) **Building and Grounds**
Cape Light Evaluation

- (d) **Technology**

- (e) **Policy Review**

- * **Trustee's Report**

- (a) **Friend's Report and Events**

- (b) **Development of Trustee's Policies**

- **Action Items from C. Bryan's report**

- (a) **Front Sign – other signs**

- (b) **Friend's marketing area**

- (c) **Coffee area**

- **Study Booths**

- **Magazine Stands**

- **Next Meeting Date**

- **Adjournment**

TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY

19 Sandwich Road
Bourne, Massachusetts 02532

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Minutes of the November 18th, 2010 Trustees Meeting at the Jonathan Bourne Public Library

Trustees Present:

Joan Simpson
Heather Dipaolo
Stephanie Kelly
Diane Flynn
Penny Myers
Linda Zuern

Staff Present:

Patrick Marshall
Diane Ranney

Trustees Absent:

None

Guests:

Paul Gately, Reporter
Bourne Courier

Joan Simpson called the meeting to order at 5:30 p.m.

Minutes: Diane Flynn moved to approve the minutes from the October 21st, 2010 meeting. Stephanie Kelly seconded the motion and the minutes were approved by unanimous vote.

Director's Report: (See attached).

In addition to items in the attached Director's Report, Director reported the following:

- Provided Trustees with a copy of the Summary of the Conflict of Interest Law for Municipal Employees and asked that Trustees review them and return signature page;
- Reported that certification has been received from the Board of Library Commissioners and that first payment of \$8,342.54 should be received soon;
- Provided Trustees with a copy of the FY2012 Legislative Agenda published by the Commonwealth of Massachusetts Board of Library Commissioners;
- Reported that "Phase 1" of Cape Light Compact work begins on Monday, November 22 with attic insulation, air sealing and boiler reset control installation;
- Budget Report (copy attached). Director has submitted first draft of FY 2011 budget and is requesting an increase of approximately \$4,000 for increases in IT, book purchasing and service contract line items. In addition, the proposed budget allows for contractual salary increases;

- Director hopes to apply for a grant through the Board of Library Commissioners for up to \$7,500 for a "On the Same Page" or "One Town Reads" program. Director would like to combine efforts with Wareham and Sandwich for a "one book-three town" network program. If grant is received this program would not take place until next fiscal year;
- Director provided a copy of the Town Charter with regard to the Trustees of the Library.

Friends Report:

Diane Ranney reported that the Friends took in \$3,600 from their Book Sale and \$350 in new memberships/membership renewals.

Action Items from Cheryl Bryant's Report:

Signs:

Heather DiPaolo reported that Roger LaPorte (Town Building Inspector) indicated that the sign may be placed anywhere on the property. A permit is required. Penny Myers suggested that having the existing sign freshened up and moved might solve the visibility problem rather than a new sign. Heather DiPaolo will check with the Town as to whether workers would be able to relocate the sign and the electrical lines for lighting it. In addition, Heather will check with Ian Meli at the Upper Cape Tech to see if they would be willing to do the work on the existing sign. Heather will report back on this at the next Trustees meeting.

Director is working with the Department of Public Works with regard to placement of two blue library signs at key intersections.

Foyer: Director indicated that changes to the Friend's marketing area and possible installation of a coffee area will be pursued at a later time.

Penny Myers reported on her progress with the "bulletin board" area in the foyer and has found that the Upper Cape does not have an art/graphic arts department. Penny will contact the Bourne High School art department with regard to the creation of the tiles and indicated that the Upper Cape Tech would be interested assisting with the installation. Penny will report back at the next Trustees meeting.

Building and Grounds: On the last weekend in October, Linda Zuern and Win McLean trimmed branches that were a potential hazard to the parking lot area as well as along the front of the building. Trustees asked Stephanie Kelly to send a thank you card to Win and Joan Simpson will prepare a basket of goodies for him. Diane Ranney will mention Win's contribution to the library in the next column.

Development of Trustee's Policies: A discussion was held with regard to existing library policies and the creation of a standardized set of Trustee's procedures and the differences between the two. Director will provide each Trustee with a copy of the library

policies at the next scheduled meeting. Linda Zuern volunteered to collect suggestions for Trustee's procedures and will compile them for review at the next scheduled meeting.

Next Meeting Date: Linda Zuern moved to forego a December Trustee's meeting. Heather DiPaolo seconded the motion and it was approved by unanimous vote. The next meeting will be held on January 20, 2011 at 5:30 p.m.

Stephanie Kelly moved and Penny Myers seconded the motion to adjourn the meeting at 7:30 p.m.

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TOWN CLERK'S OFFICE
BOURNE, MASS.

**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

MEETING NOTICE

Date

Wednesday
May 19, 2010

Time

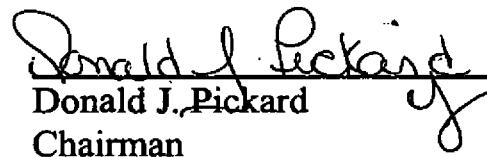
4:00 P.M.

Location

Bourne Veterans' Memorial
Community Center
Main Street, Buzzards Bay

AGENDA

- 1) Call Meeting to Order
- 2) Presentation by Jay Cashman, Inc.
- 3) Such other business to come before the Committee
- 4) Adjourn


Donald J. Pickard
Chairman

May 12, 2010

2010 MAY 12 BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP


TOWN CLERK'S OFFICE
100 N. E. ST.

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday May 19, 2010	4:00 P.M.	Bourne Veterans' Memorial Community Center Main Street, Buzzards Bay

AGENDA

- 1) Call Meeting to Order
- 2) Presentation by Jay Cashman Inc
- 3) Such other business to come before the Committee
- 4) Adjourn


Donald J. Pickard
Chairman

May 12, 2010

2010 JUN 7 PM 3:00
BOURNE LANDFILL BUSINESS
TOWN CLERK'S OFFICE MODEL WORKING GROUP

MEETING NOTICE

Date

Thursday
June 10, 2010

Time

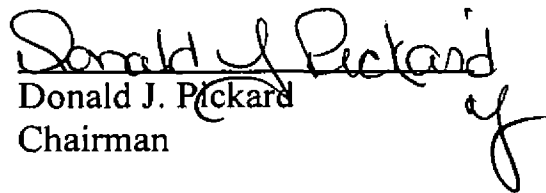
6:00 P.M.

Location

Bourne Town hall
24 Perry Avenue
Buzzards Bay
Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Presentation by proposed vender
- 3) Such other business to come before the Committee
- 4) Adjourn


Donald J. Pickard
Chairman

June 7, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

June 10, 2010, 6:00 PM, Bourne Town Hall basement 2010 SEP 30 PM 2 53

Present: Don Pickard, Chairman (BOS), Bill Ware (Capital Outlay), Stanley Andrews (BOH), Mary Jane (MJ) Mastrangelo (Fin. Com.), Dan Barrett (ISWM), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Jim Mulvey (public), Curt Felix (Plankton Power)

Attachments: Power Point presentation by Mr. Curt Felix, CEO, Plankton Power; draft vendor checklist; site assignment documents for the ISWM facility; handout on the membership and charge of the group; agenda.

Quorum was reached at 6:42 p.m. and the meeting began.

- Phil was assigned the task of keeping minutes.
- Don will consider if this group will also address the details of the business plan modeling in addition to reviewing vendor proposals. ISWM may draft a motion for consideration by the Board of Selectmen.
- MJ discussed how the Finance Committee is forming a subcommittee on ISWM to look at financial procedures between the ISWM Enterprise Fund and the General Fund.
- Don indicated that Interstate Waste would like to meet to discuss some options.
- Curt Felix, CEO of Plankton Power (PP), a company based in Wellfleet, MA, gave a presentation on his plans to make biodiesel from algae that feed on post combustion gases from the flare and/or engines at the Bourne Landfill. See the attached Power Point presentation.
- Mr. Felix proceeded to make a Power Presentation outlining his technology and the opportunities for working with Bourne. His presentation outlined the potential for biofuels and other valued added products that could be made from algae. He noted that he is developing an R&D facility biofuels development with Woods Hole Oceanographic Institution (WHOI) and the Marine Biological Laboratory (MBL) to be located in Falmouth. That project, Phase 1, will produce only about 200 gallons per month. Phase 2 will be a pilot production facility that will be about 1 million gallons per year and then finally, Phase 3 will be a full scale 50 million gallon per year project. He is hoping that Phase 2 and Phase 3 can be developed on the Massachusetts Military Reservation (MMR) and is actively working with MA National Guard, and other partners, on development plans.
- The main interaction with PP at this stage is for PP to capture waste gases from the combustion of landfill gas at the flare at the landfill and use those as feed for the algae, chief among them being CO2. PP would pay for all the design costs for such a collection system and provide for protections to the Town of Bourne. Mr. Felix indicated that with the future of the Mirant Canal Power Plant uncertain, Bourne presents the best site locally for a concentrated CO2 stream. Without a local source of CO2 he will have difficulty developing a project at MMR and would have to consider another site, potentially out of state.
- Based on the success of Phase 1, he would like to scale up his project onto MMR and possibly install a pipeline along the boundary road at MMR to pipe flare emissions, or

emissions from engines the Town might use, directly to the pilot project rather than trying to bottle them for transport. He also suggested that we might be able to co-locate a leachate line for transport to the wastewater treatment facility at the southern end of MMR.

- Mr. Felix noted that benefits to Bourne in the long-run include no cost to Bourne for the connection; reduction in H₂S treatment (as PP could tolerate SO₂ which is a byproduct of combusting H₂S); elimination of emissions from the flare or engines which could ease permitting issues with MA DEP; possible pipeline for leachate; and possible partnership with PP to develop power as part of a DOE grant request. He also noted that local jobs would be created and a significant portion of the State's biofuel mandate could be met with production from a full scale project.
- Mr. Felix stated that the next steps would be to sign a Memorandum of Understanding (MOU) with the town to use the emissions from the flare. As is appropriate later, PP and the Town could discuss locating pilot project at the landfill or adding power generation.
- Don asked about the financial upside to Bourne. Mr. Felix indicated that at Phase 1 that there wouldn't be a financial payment to the town, however he'd pay for the costs to collect the gases and bottle them. However, as the project develops and as the potential for carbon credits emerge with federal legislation, an agreement could be made with the Town that includes financial compensation.
- Stanley noted that similar projects are operational in Australia and New Zealand and wanted to know his readiness right now? Mr. Felix indicated that he is ready to build now and has a plant in Argentina that is being scaled up to meet demand by Airbus in Brazil. Stanley asked about the grant process he applied for with the federal Dept. of Energy. Mr. Felix said they were not accepted, nor were any projects in New England. He also indicated that DOE really was dubious about his production numbers because they were using outdated models based a lagoon technology not a greenhouse model like his project will use. However, WHOI will be there to verify his data and production yields. Stanley asked if he had published any information. Mr. Felix said no because it is proprietary information right now. Stanley also asked if his projection of \$40/barrel for his biodiesel is a price that is subsidized. Mr. Felix said yes because it's not an open pond design, but a greenhouse design.
- Jim Mulvey asked if PP could use the landfill gas. Mr. Felix said he is focused on and prefers post combustion emissions either from the flare or engines.
- Don asked if there were an agreement ready and what are the benefits. ISWM was tasked with summarize those issues for a future meeting.
- Mr. Felix noted that Phase 1 could last for 12-18 months and is ready to go this summer. He emphasized he only needs quantities that he can bottle from emissions at the flare right now. He noted that his project can also tolerate taking NO_x.
- Don wanted to know about any implications with regard to DEP permitting such as a modification.
- The Working Group members will provide comments on what they would like in a vendor checklist.
- Motion made by Don and seconded by Stanley to adjourn until June 15, 2010 at 4:45 p.m. at the Bourne Veteran's Community Building in the BOS meeting room. All in favor; the motion passed.

Town of Bourne
Division of Integrated Solid Waste Management

Checklist of Information
for Meetings with Technology Vendors

Draft 6/10/10

1.0 Vendor name and representative contact information

2.0 Description of proposed facility and technology

- a. Describe facility input streams (e.g., waste types, gas). If applicable, describe limitations on what would be considered acceptable waste and specifications for landfill gas.
- b. Describe facility product streams (e.g., electricity, compost, etc.).
- c. Describe facility residual streams (e.g., residues requiring landfill disposal)
- d. Describe nature of process flows and equipment to be installed
- e. Pictures of other facilities? Design view? Artists conceptual view?
- f. Timeline for development and achieving full commercial operation

3.0 Requirements for ISWM as the host: which of the following would apply?

- a. Long-term lease of space on the ISWM site. Indicate area amounts and location preferences.
- b. Amount of space that is:
 - Undeveloped and undisturbed?
 - Within site-assigned area?
 - On closed portions of the landfill?
- c. Use of ISWM infrastructure (provide numbers if possible):
 - Access road (estimate peak and average daily traffic)
 - Use of electrical distribution lines for interconnection (capacity and delivery voltage)
 - Supply ISWM electrical requirements behind-the-meter
 - Access to water supply (potable/non-potable)
 - Access to leachate management system or sewerage connection for wastewater
 - Use of the landfill for disposal of residuals materials
 - Use of a flare or thermal oxidizer for disposal of excess combustible gases
- d. Diversion of solid waste that would otherwise be landfilled: MSW, wastewater treatment plant sludge, organic materials collected separately, other. Can such diversion extend the life of the ISWM landfill?
- e. Would the vendor provide all waste streams other than what is normally generated within and collected by the Town?
- f. How would diversion of materials away from the landfill affect the economic benefits of ISWM to the Town?
- g. Use of landfill gas
- h. Other impacts on ISWM operations (landfill, transfer station, recycling) and site activities

- i. Material or payment commitments or guarantees from the Town.

4.0 Potential nuisance and environmental impacts

- a. Traffic
- b. Noise
- c. Odors
- d. Visual
- e. Air emissions
- f. Wastewater discharges
- g. Groundwater or surface water impacts
- h. Litter, vectors and other

5.0 Permit requirements

- a. State environmental impact assessment through the MEPA process
- b. Site assignment for use for solid waste management or handling
- c. EOEa and consistency with the Solid Waste Master Plan
- d. Mass DEP solid waste facility permit
- e. Air emissions permit from Mass DEP
- f. Wastewater discharges (state or federal)
- g. Cape Cod Commission (regional planning authority)

6.0 Protection of the Town from project risk


- a. Vendor technology performance guarantees (technical, economic and environmental)
- b. Development and construction schedules and vendor on-line date guarantees
- c. Vendor project team experience
- d. Vendor responsibility for all financing and costs of ISWM site improvements
- e. Market demand and value, and typical sales arrangements, for facility products
- f. Market supply, and typical supply arrangements, for facility feedstocks
- g. Arrangements for site restoration and remediation in the event of project failure

7.0 Reference facility. Does the vendor own and/or operate another facility in the U.S. that utilizes the identical technology as being proposed for Bourne?

- If so, provide location, nameplate capacity, data on actual performance and contact information at the reference facility. Alternatively, provide this information for a comparable vendor facility located outside the U.S.
- If not, provide information on the key differences between the facility that would be proposed for Bourne and the reference facility, indicating the following for each:
 - Nameplate capacity
 - Types of waste, gas, or other incoming materials being processes or treated, and a description of any restrictions on material qualities (for example, limits on the definition of acceptable waste, or specs of methane or oxygen in the landfill gas)
 - Nature of products being produced

- Facility owner and source of financing
- If the vendor does not have a reference facility, describe the technical basis for the proposal

2010 AUG 16 PM 1 06



Plankton Power

WOODS HOLE OCEANOGRAPHIC INSTITUTION
1930

MBL Biological Discovery in Woods Hole

Three-Year Plan to Achieve
High Return, Lower-Risk,
Commercial-Scale Production
of Renewable Algae Fuel

"This is the first time since the
Civil War that we've financed
both sides of the conflict."

JAMES WOOLSEY, FORMER DIRECTOR, CIA

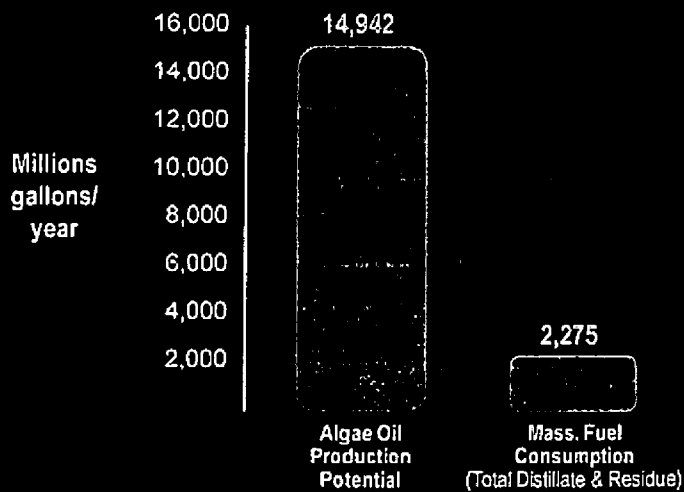
Value-Added Co-Products Example

Cow Methane Production:
10% Algae Feed

- 10% algae feed reduced cow methane by 80%
- Makes ribeye as heart-healthy as salmon

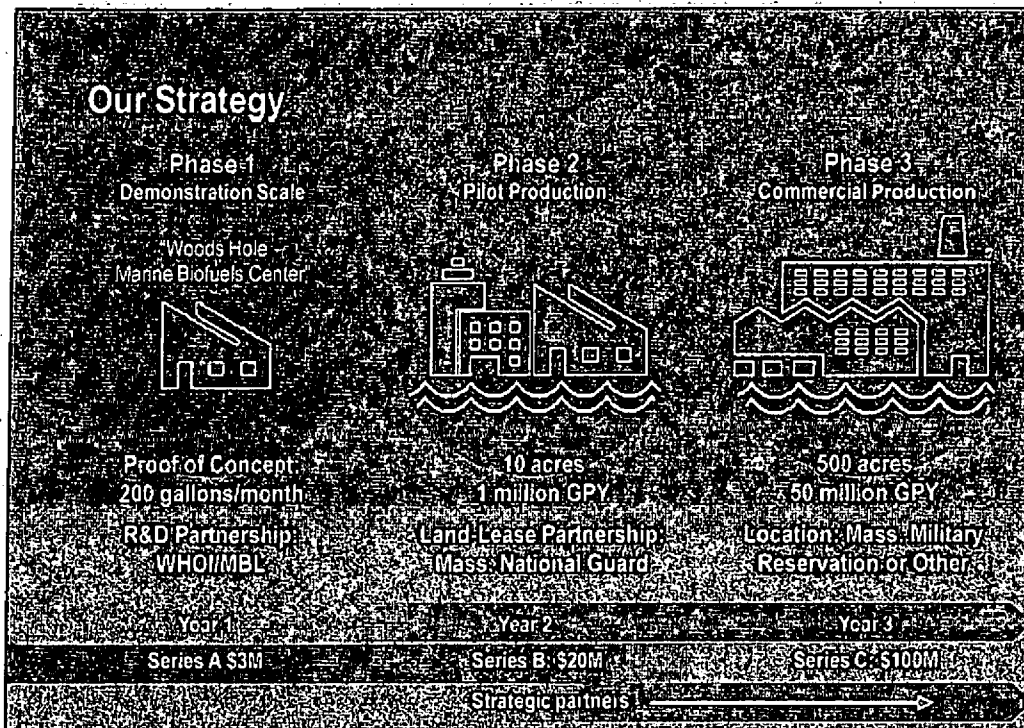
Cow Methane Production: Standard Feed

Mass. Oil Production Potential from Algae Using State's Entire CO₂ Production




Sources:

- CO₂ Source: Public Hearing Draft State GHG Emissions, April 21, 2009
- EOEPA (98 MMTon)
- Plankton Power 12.59 lbs CO₂/gal of fuel
- Energy Information Administration



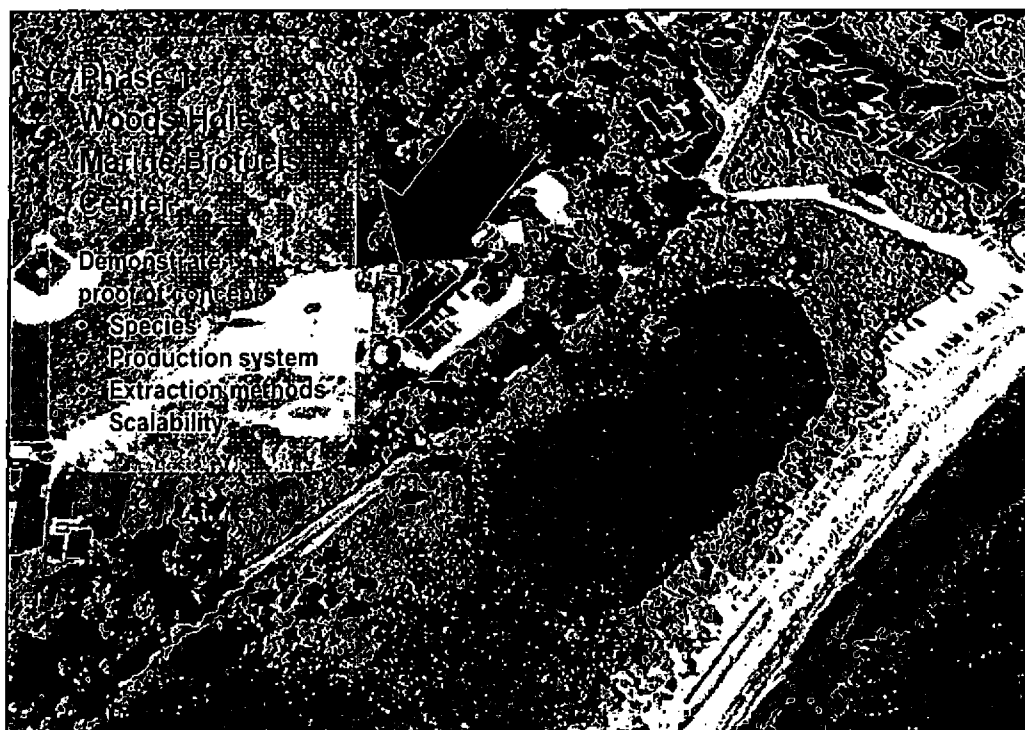
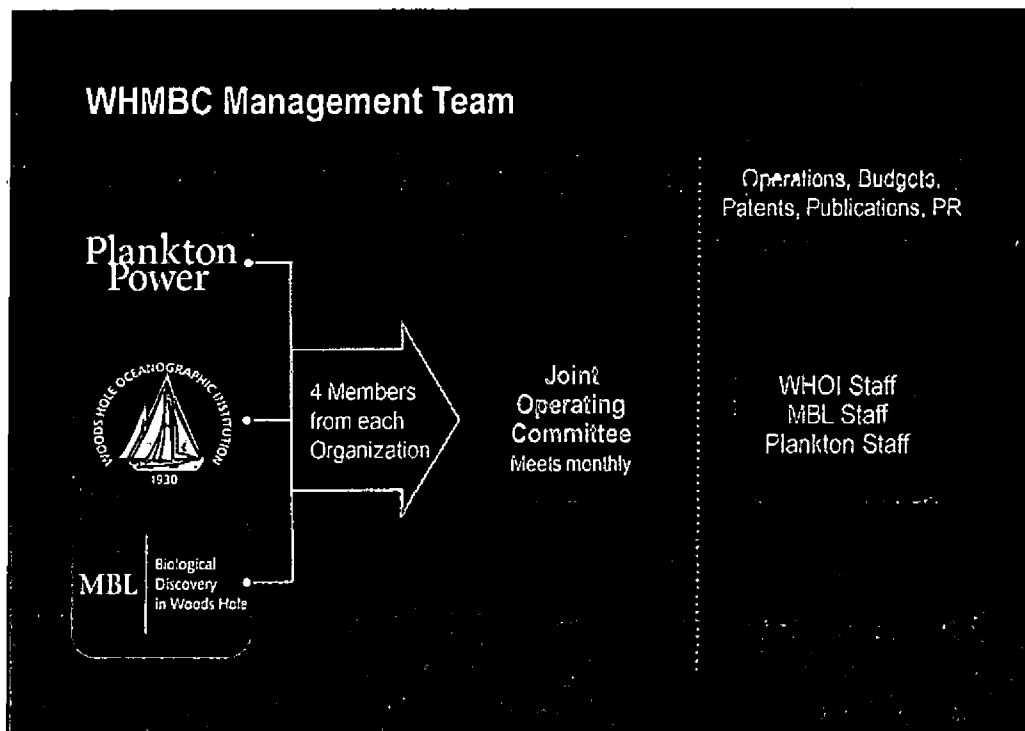
Our Proposition

Rapidly and cost-effectively validate and scale up our core cold saltwater algae technology to achieve constant renewable commercial production of drop-in replacement fuels for petroleum at a cost of \$40/barrel.

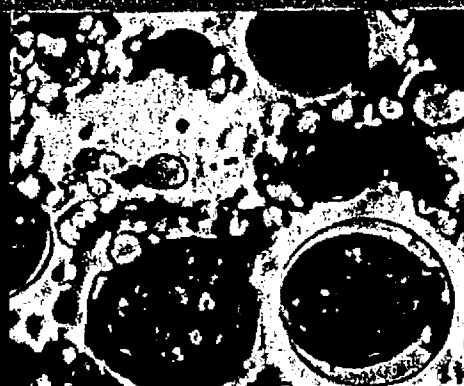


Plankton Power

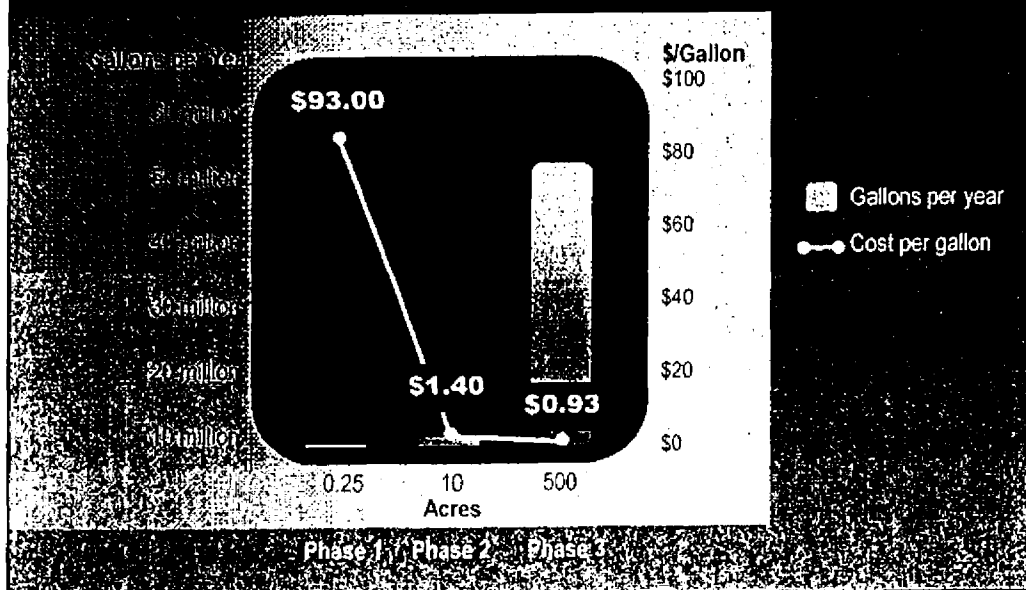
\$40



Plankton Power Technology



Plankton Power Cost of Production

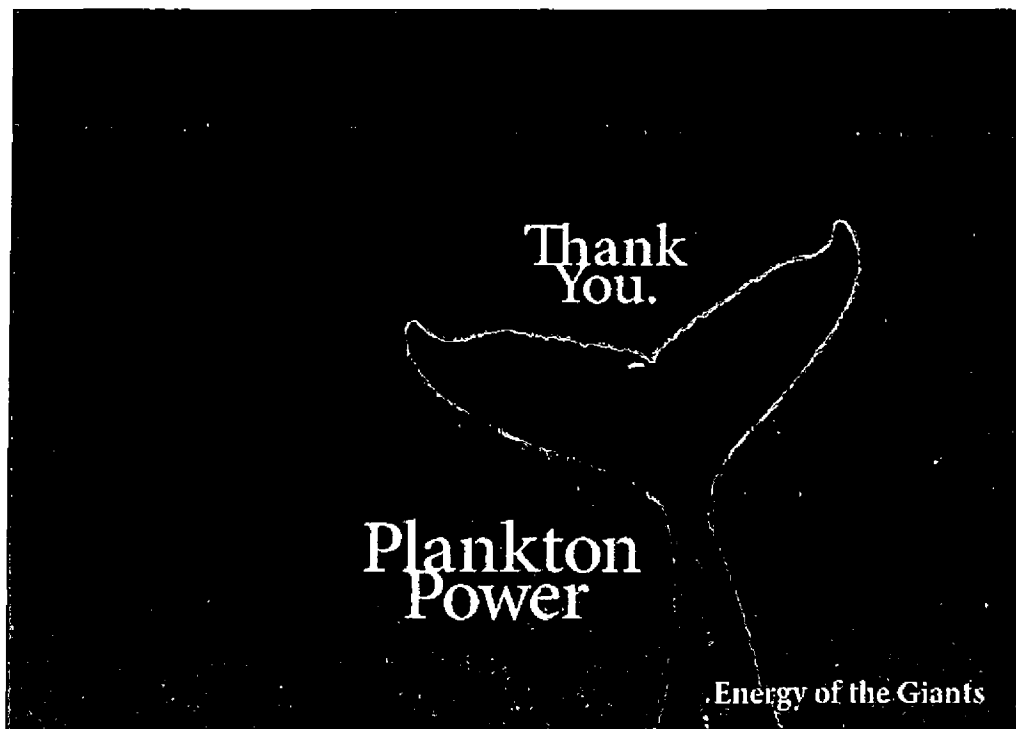


Recommendations

1. Develop Memorandum with Town on Use of Flare emissions

Recommendations

1. Proposal for possibly locating pilot at Landfill
2. Provide proposal for adding power generation as part of project
3. Continue Political Effort
 - o Congressman DeLauro
 - o Senator Kerry
 - o Congresswoman Tsongas
 - o Congressman Frank
 - o Congressman Markey



BOURNE LANDFILL BUSINESS
2010 JUN 9 PM 1:28 **MODEL WORKING GROUP**

TOWN CLERK'S OFFICE

BOURNE, MASS

MEETING NOTICE

Date

Tuesday
June 15, 2010

Time

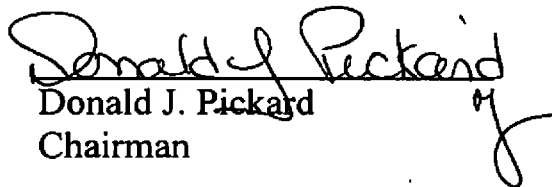
4:45 P.M.

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call Meeting to Order
- 2) Approve minutes
- 3) Solar Power presentation
- 4) Such other business to come before the Committee
- 5) Adjourn


Donald J. Pickard
Chairman

June 7, 2010

Town of Bourne
Division of Integrated Solid Waste Management

2010 AUG 16 PM 1 06 Checklist of Information

TOWN CLERK'S Office Meetings with Technology Vendors

Draft 6/15/10

1.0 Vendor name and representative contact information

Company Profile Including History (Don Pickard)
Dun & Bradstreet Number
Corporate Documents
Insurance Binder Showing coverages
Press releases on the company
Company Website

2.0 Description of proposed facility and technology

- a. Describe facility input streams (e.g., waste types, gas). If applicable, describe limitations on what would be considered acceptable waste and specifications for landfill gas.
- b. Describe facility product streams (e.g., electricity, compost, etc.).
- c. Describe facility residual streams (e.g., residues requiring landfill disposal)
- d. Describe nature of process flows and equipment to be installed
- e. Pictures of other facilities? Design view? Artists conceptual view?
- f. Timeline for development and achieving full commercial operation

3.0 Requirements for ISWM as the host: which of the following would apply?

- a. Long-term lease of space on the ISWM site. Indicate area amounts and location preferences.
- b. Amount of space that is:
 - Undeveloped and undisturbed?
 - Within site-assigned area?
 - On closed portions of the landfill?
- c. Use of ISWM infrastructure (provide numbers if possible):
 - Access road (estimate peak and average daily traffic)
 - Use of electrical distribution lines for interconnection (capacity and delivery voltage)
 - Supply ISWM electrical requirements behind-the-meter
 - Access to water supply (potable/non-potable)
 - Access to leachate management system or sewerage connection for wastewater
 - Use of the landfill for disposal of residuals materials
 - Use of a flare or thermal oxidizer for disposal of excess combustible gases

- d. Diversion of solid waste that would otherwise be landfilled: MSW, wastewater treatment plant sludge, organic materials collected separately, other. Can such diversion extend the life of the ISWM landfill?
- e. Would the vendor provide all waste streams other than what is normally generated within and collected by the Town?
- f. How would diversion of materials away from the landfill affect the economic benefits of ISWM to the Town?
- g. Use of landfill gas
- h. Other impacts on ISWM operations (landfill, transfer station, recycling) and site activities
- i. Material or payment commitments or guarantees from the Town

4.0 Potential nuisance and environmental impacts

- a. Traffic
- b. Noise
- c. Odors
- d. Visual
- e. Air emissions
- f. Wastewater discharges
- g. Groundwater or surface water impacts
- h. Litter, vectors and other

5.0 Permit requirements

- a. State environmental impact assessment through the MEPA process
- b. Site assignment for use for solid waste management or handling
- c. EOE and consistency with the Solid Waste Master Plan
- d. Mass DEP solid waste facility permit
- e. Air emissions permit from Mass DEP
- f. Wastewater discharges (state or federal)
- g. Cape Cod Commission (regional planning authority)

6.0 Protection of the Town from project risk

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 - Nature of products being produced
 - Facility owner and source of financing
- If the vendor does not have a reference facility, describe the technical basis for the proposal

Landfill Business Model Advisory Working Group
Meeting Minutes
June 15, 2010, 4:45 PM, Bourne Veteran's Community Building

2010 AUG 16 PM 1 06

TOWN CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), Bill Ware (Capital Outlay), John Redman (Fin. Com.), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Diana Barth (Bourne Enterprise), Jim Mulvey (public), Beth Masterman (Liberty Square Group), Peter Pederson (Renova), Ronald Kelly (Brightfields Development LLC)

Attachments: agenda; Power Point presentation; vendor checklist draft 6/15/10; letter of interest from Interstate Waste.

The meeting began at 4:59 p.m.

- Pete Pederson (Renova) began and explained that Renova had been in business since the 1990s in site renovation and brownfield development projects, such as converting a fuel tank farm site in San Diego into a new Target store location.
- Now Renova was looking to diversify into energy uses for its sites primarily with solar power.
- Ronald Kelly (Brightfields Development, LLC) took over the presentation and mentioned that he graduated from MMA in Bourne and grew up on the Cape and has experience with combined cycle energy production processes. He is looking to build 1-2 MW sized solar photovoltaic array projects on previously contaminated sites, including landfill sites as one model. He has three landfill sites under development now and has worked on closed landfill sites before.
- To highlight the opportunity for solar, Mr. Kelly noted that the federal Dept. of Energy has tax credits for power production from renewable energy projects and that it was extended into 2016. Also Massachusetts has a Renewable Portfolio Standard of 15% by 2020 and a Solar Carve Out of 400 MW of solar projects by 2020 along with a Renewable Energy Certificate of \$.30/kWhr for up to 10 years. These subsidies are critical to the success of solar. The federal government doesn't limit or dictate what the states do.
- Mr. Kelly commented that state trends show that feed in tariffs as done in Europe are not gaining momentum. CA is leading the nation and recognizes solar power as a peak power supplier and offers 2.5 times the current price for this type of renewable power. He noted that N.E. is a power island and that peak power is supplemented by polluting technologies that pollute at a rate disproportionate to the amount of power produced.
- Mr. Kelly continued that solar at landfills would put good use to unused land; provide green power; reduce dependency of foreign oil; create jobs and reduce greenhouse gases.
- Mr. Ware- What do you need from Bourne for space for a 1-2 MW facility? Mr. Kelly replied approximately 20 acres of flat or sloping land (no more than 5% grade) facing south.
- Mr. Pickard asked Dan how much land we had available at ISWM. Dan replied we have approximately 8 acres of closed landfill that is suitable, plus land at the southern end of

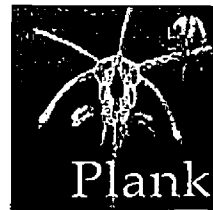
the site which is not landfill. There also may be future acreage on the landfill as Phase 2A/3A is capped.

- Dan asked if the parcels can be separated. Mr. Kelly said yes, however you need one interconnection to the power grid and don't build the site too steep.
- Mr. Ware asked about co-locating wind turbines. Mr. Pederson said that is possible but the permitting is difficult even though the efficiency is better. Mr. Ware wanted to know what is need for 2 MW of power generated from wind. Mr. Kelly noted only about 1-2 turbines. Mr. Schofield noted that 7 turbines are being proposed in Bourne by Mr. Ingersoll. Also, the Upper Cape Regional Vocational Technical High School is looking to install 2 turbines. The Energy Advisory Committee (EAC) looked at the landfill and noted it could support one turbine, however there may be fall- zone conflicts.
- Mr. Schofield asked about the type of structure need for the solar panels. Mr. Pederson said ballasted, not penetrating PV arrays such as some that have successfully been put on a Superfund site in Boston. Mr. Kelly also noted that another example is in Brockton near Route 24 where there is a 435 kW project on 3-4 acres. Mr. Pederson said that one needs economies of scale for these projects.
- Mr. Pickard asked how this could work in Bourne. Mr. Kelly said the MA Dept. of Energy Resources (DOER) could help with guidance. Need a private partner to get the tax credits. Work with someone who knows about the special circumstances of a landfill site. Mr. Pederson noted that towns are going out with a RFP. The versions that he's seen are not very good. Mr. Pickard asked about an arrangement whereby a developer could lease parts of the landfill site. Mr. Schofield said that a fixed rate could be arranged and that the Cape and Vineyard Electrical Cooperative did a 1 MW project and the Bourne Middle School has a PV project with a power purchase agreement for power at \$.135 kWh, net-metered.
- Mr. Kelly noted that one benefit could be to get cheaper power for the municipality. Ms. Mastrangelo asked if it were for residents and he said no.
- Ms. Mastrangelo asked if our interconnection could be scaled up. Mr. Schofield said it would be costly.
- Mr. Goddard asked if they could use ISWM's buildings. Mr. Pederson that they are not interested in buildings because of roof problems. Mr. Schofield noted that Kingman Marina built a 100 kW system, on a new roof, with 16% efficiency. Mr. Kelly said that the average is 14% efficiency.
- Mr. Pederson noted that he has experience with sites up to 32 MWs.
- Mr. Barrett said ISWM was looking into landfill gas to energy at the site and part of that process will include a detailed interconnection study. Mr. Kelly noted that 1 MW supplies about 1,000 homes with power.
- Mr. Barrett asked about their efficiency. Mr. Kelly noted that nrel.gov has stats on sunlight in the U.S. and N.E. has about 4 hours of useable light per day on average. Mr. Pederson noted that with subsidies it could work as it did for a project in MI.
- Ms. Mastrangelo asked about how to model the finances. One scenario might be to fill the landfill faster to get the landfill ready for more PV. Mr. Pederson, noted that solar is not that lucrative and that 1 MW costs about \$5 million with revenues of about \$500,000/year, plus O&M and rental costs. There are a lot of failed projects with too many making too many promises they can't deliver.

- Mr. Goddard asked if there would be economies of scale by tying into that grid interconnection. Mr. Kelly said that ISO-NE, who controls inputs into the grid, may not allow that, so the benefit is speculative. Mr. Goddard asked about combining PV with other energy projects on site and Mr. Pederson said multiple power projects on site could make the project more viable.
- Mr. Barrett asked if they had considered thin film technology. Mr. Kelly noted that there are some problems with that technology and it is less efficient.
- Mr. Redmon commented that without other technologies on site to couple with, this may not be as feasible as a stand-alone project.
- Mr. Pickard indicated that the next meeting would be 6/24 with Interstate Waste and that Harvest Power would be on either the 2nd or 4th Th. in July.
- Mr. Goddard will finish the minutes and asked for comments on the vendor checklist for the next meeting. He and Mr. Barrett updated the group that the operators of the wastewater treatment plant at Otis ANGB are not interested in receiving leachate from ISWM as it is a biological plant.
- Mr. Pickard asked about Interstate Waste (from which the group received a letter of interest in operating the ISWM facility). Mr. Barrett replied that they are a solid waste management company that has proposed a \$500+ ethanol plant for the city of Taunton to manage MSW. They run landfills and transfer stations. They wish to run our operation. Mr. Barrett continued that we should first look at our business plan update, along with the technologies being examined by the working group and then, if necessary, look at privatization options. Mr. Pickard indicated that the town wasn't prepared to entertain public private partnerships (PPPs) of this sort at this time and would delay reviewing such proposals for now. He would inform Interstate Waste. He would see if Harvest Power could come on 6/24 instead.
- Ms. Mastrangelo asked about what the group's process is. Mr. Pickard replied to get the staff's opinions on options. Mr. Goddard commented that they are sorting through vendor requests with Mr. Aronson and prioritizing them for consideration by the working group. Mr. Redmon suggested looking at supplemental technologies.
- Mr. Pickard inquired about Harvest Power and their technology. Mr. Barrett replied that is an anaerobic digestion technology for source separated organic wastes that can make biogas. They have partnered with Jay Cashman who is a well known local contractor.
- Mr. Ware wanted to make sure we look at what is available now vs. what is available after 2015.
- Ms. Mastrangelo asked how big Harvest Power's land requirements are. Mr. Barrett said about 5 acres. She noted that we should be brief in the overview by wanted to see the presentation.
- Mr. Paul Gately asked where anaerobic digestion was being done. Mr. Barrett said there are projects in Australia and Israel. Mr. Schofield said that the Cape and Vineyard Electrical Cooperative could serve Bourne well as they can finance and run power projects that may develop from such proposals as this. Mr. Barrett indicated that Mr. Guerino (Bourne Town Administrator) had been exploring that possibility. Mr. Schofield noted our representative on that board is Paul O'Keefe. Mr. Goddard noted that we have been in touch with Maggie Downey who is the Executive Director. Mr. Schofield noted that gas can run heat, cooling and power options.

- There was a motion to adjourn until June 24, 2010 at the Town Hall by Mr. Pickard and seconded by Mr. Ware. All were in favor.

End



Plankton Power

June 29, 2010

Phil Goddard
Bourne ISWM Department
24 Perry Avenue
Buzzards Bay, MA 02532

Re: Letter of Commitment

Dear Mr. Goddard,

Thank you for the opportunity to address the ISWM planning committee. I very much enjoyed meeting the members and hope the presentation was useful in your discussions.

This letter is to request the opportunity to evaluate the prospect for and provide a firm proposal for "capturing" ISWM stack gas, from the flare, to bottle and transmit the project's location at the Woods Hole Marine Biofuel Center. This is an exciting project which will take advantage of the internationally unique features of Cape Cod including its waters and marine institutions, to accelerate the commercialization of Algae for fuel replacement.

Upon receipt of confirmation of the Town's interest, the first step would be to prepare detailed engineering analysis, so that Plankton can provide a fully detailed proposal for your consideration.

We appreciate your efforts on behalf of the project and look forward to a rapid and successful implementation.

Best Regards,



**TURNING MILL
ENERGY, LLC**

WHERE GREEN IDEAS GROW
AND PROFITS ARE RENEWABLE

Mr. Don Pickard
Bourne Landfill Business Advisory Working Group
24 Perry Avenue
Buzzards Bay, MA 02532

RE: Request for Presentation to Landfill Business Model Advisory Working Group

CC: Dan Barrett, Mr. Guerino, Phil Goddard

Dear Mr. Pickard:

As requested, Turning Mill Energy, LLC cordially requests the opportunity to present our technology solution for review and consideration for implementation and operation at the Bourne Landfill.

Turning Mill Energy, LLC, owned and operated by four principles that live on Cape Cod and the South Coast, is an engineering and implementation company with offices in Sandwich, MA. Over the past three years we have been providing business plan development and implementation services in biofuels to many companies globally. Our engineering services division has been providing services in over thirty-two states for companies like Bechtel, General Dynamics and Verizon for the past ten years.

The company has identified and developed an integrated technology solution that converts Organic Refused Derived Fuel; a fuel identified in the MA Renewable Energy Portfolio Standard, and converts it into value added products such as; industrial grade waxes; diesel fuel, and syngas used to produce electricity to operate the facility. We have spent a great deal of time and resources in understanding the permitting path required with advice from the MA DEP, MA DOER and the US DOE, along with regional materials recycling facility operators throughout MA. Mr. Goddard has been instrumental in providing us with information and directing us to resources to assist in our due diligence and development of our solution along with identifying our permitting path.

We have received the required document outlining the information required as the basis for our presentation and we will forward the information before the meeting for review.

We look forward to receiving the date and time for our presentation, as well as, meeting and fielding questions from your advisory working group.

Sincerely,

Allen Giles
President
Turning Mill Energy, LLC
68 Tupper Road
Unit#3
Sandwich, MA 02563
(508) 888-4383

Dastous, Anne

From: Judge, Debbie
Sent: Wednesday, July 07, 2010 4:05 PM
To: Dastous, Anne
Subject: Meeting cancellation

The Bourne Landfill Business Model Working Group and the Capital Outlay Committee had meetings posted for Thursday, July 8th at 6:00 PM. Both of these meetings have been cancelled due to Harvest Power having a conflict and were unable to do their presentation.

Debbie Judge
Town Administrator's Office
Town of Bourne
508-759-0600 x503

2010 JUL 7 PM 4 34
TOWN CLERK'S OFFICE

BOURNE LANDFILL BUSINESS MODEL WORKING GROUP

MEETING NOTICE

Date

Thursday
July 8, 2010

Time

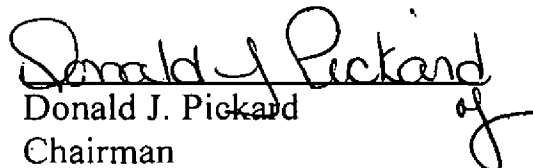
6:00 P.M.

Location

Bourne Veterans' Memorial
Community Center
239 Main Street
Buzzards Bay

AGENDA

- 1) Call Meeting to Order
- 2) Approve minutes
- 3) Presentation by Harvest Power
- 4) Such other business to come before the Committee
- 5) Adjourn


Donald J. Pickard
Chairman

June 23, 2010

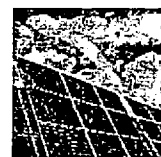
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TOWN CLERK'S OFFICE

2010 AUG 16 PM 1 06

TOWN CLERK'S OFFICE
BRIGHTFIELD, MA

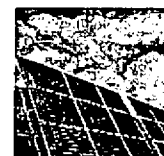
SOLAR POWER ON CONTAMINATED LAND

Brightfields Development LLC
June 2010



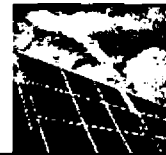
Brightfields Development LLC

- ▣ Developing utility scale solar power on municipal and private landfills and vacant land
- ▣ Three sites currently under development for 32 MW in three states
- ▣ Leveraging the experience of the principals in both the energy and environmental fields
- ▣ Renova, the parent company, actively manages multiple landfills nationwide and has ongoing environmental remediation projects with both EPA and state regulators.



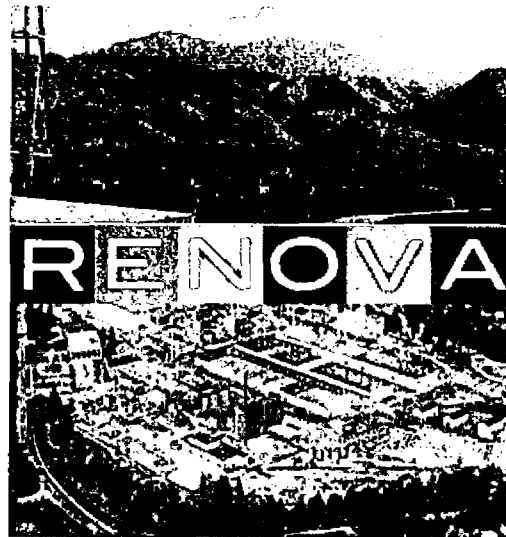
Brightfields Development LLC

- ☐ **John B. Hanselman** – Mr. Hanselman is a Managing Principal of Renova. Mr. Hanselman has spent the last 28 years in real estate and entrepreneurial companies in the senior executive and CEO roles. Mr. Hanselman has completed three successful start-ups in real estate and technology, with over \$2 billion in transactions.
- ☐ **Ronald Kelly**– Mr. Kelly is a Registered Professional Engineer and MBA with 15 years experience as an independent power producer. Mr Kelly also had 15 years with Thermo Ecotek as it built up one of the largest biomass portfolios in the US. Prior to working in the energy industry Mr. Kelly was a Lieutenant JG in the US Naval Reserves with active duty in the US Merchant Marines.
- ☐ **Pete Pedersen, Esq.** – Mr. Pedersen is a Managing Principal and founder of Renova. Mr. Pedersen has over 25 years experience in law, corporate finance, and business with special expertise in corporate control transactions within the energy and environmental industry and transactions involving environmentally impaired properties.



Who is Renova?

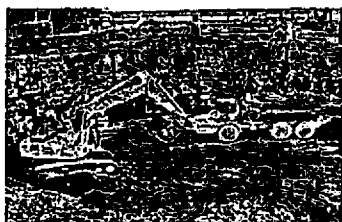
- ☐ Real estate firm specializing in the redevelopment of environmentally contaminated land
- ☐ Headquartered in Wellesley, Massachusetts
- ☐ National \$300mm JV with Prudential Real Estate
- ☐ In-house team of developers, engineers, lawyers, investment bankers and insurance executives
- ☐ Principals have completed over 45 redevelopment projects having industrial, commercial and residential end uses



Environmental: An Experienced Team

Renova has demolished over 3,000,000 square feet of buildings and removed and recycled over 1,000,000 cubic yards of hazardous materials

- **Johns Manville Asbestos Shingle Factory** – 26 acre plant demolition program along with the excavation and removal of over 100,000 cy of asbestos impacted soil. Site was remediated for residential reuse.
- **Chevron Marine Oil Terminal** – Excavated 120,000 tons of petroleum-impacted soil from downtown San Diego. Project completed in seven weeks.
- **Glatfelter Paper Mill**— This \$50 million remediation of a two million square foot mill will convert a 550 acre site into a mixed-use development with residential, retail, resort and recreational components.

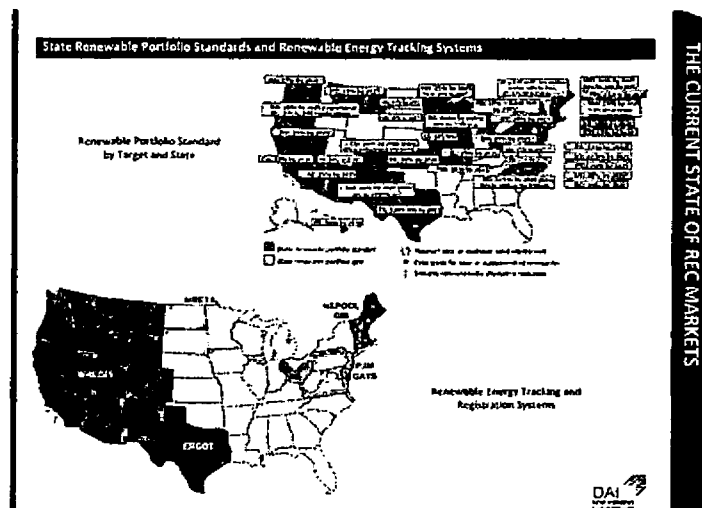


Solar Market Incentives

- ☐ Federal DOE 30% Investment Tax Credit (ITC) for renewable energy has been extended until 2016
- ☐ Federal loan guarantee program
- ☐ Massachusetts Renewable Portfolio standard of 15% by 2020
- ☐ Massachusetts Solar Carve Out
 - 400 MW of solar power by 2020
 - Solar REC auction: \$.30/kWhr min. for up to 10 years



Renewable Portfolio Standards

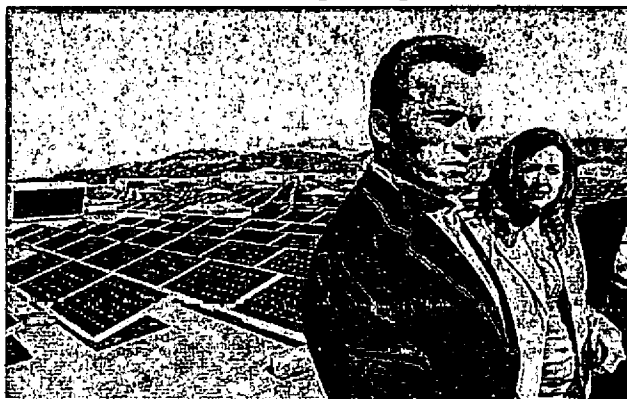


State Trends

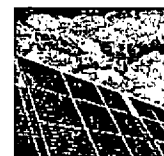
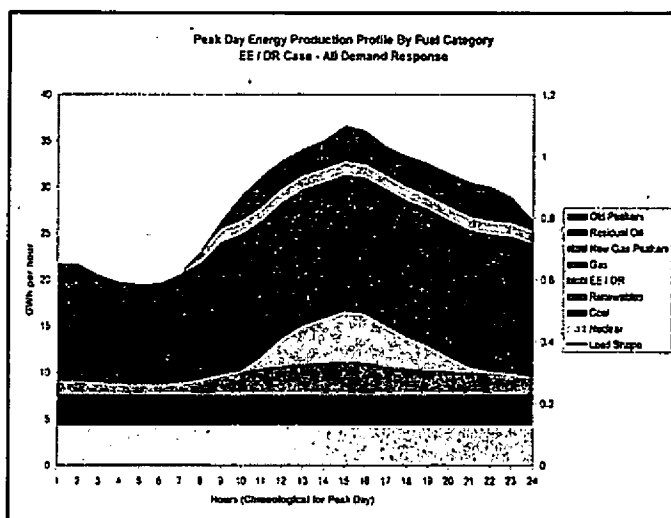
- ▣ **Renewable Energy Credit Markets**
 - Evaluating an RPS in 2010: VA, IN, KY, TN, FL, LA, OK
 - Modifying an RPS in 2010: MD, CO
 - New RPS / Began implementing their RPS in 2009: MI, OH, WVA
- ▣ **Feed-in tariffs are slowly gaining momentum in the United States**
 - WA, OR, VT, HI and CA implemented or expanded programs - FITs currently range from 12.5¢ to 32¢/kWh of energy produced
 - The city of Gainesville, FL passed the first solar FIT "ordinance," which is oversubscribed
 - MI, IN and MN are considering FITs

Solar Power has a Peaker Profile

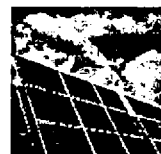
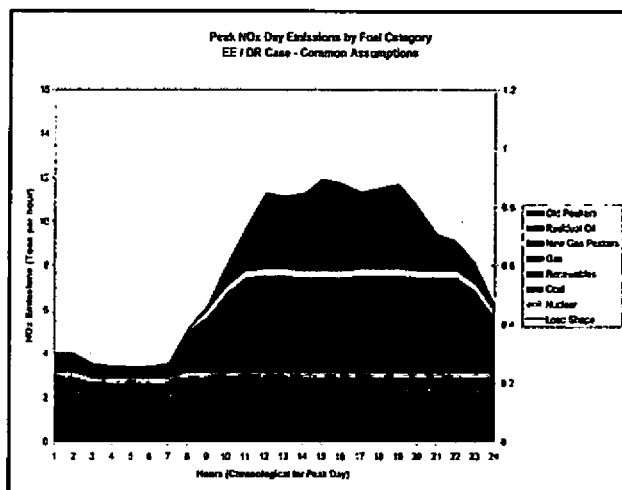
- ▣ Many states such as California recognize peak power value by offering a peak price premium.
- ▣ Peaking power is both expensive and highly polluting.
- ▣ Solar Power generation coincides with peak power demand.



Typical Regional Load Stack

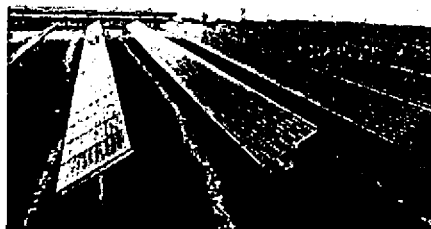


Typical Regional NOx Pollution Load Stack



Brownfields to Brightfields: Community Benefits

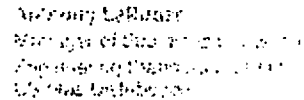
- ▣ Puts unused land to sustainable use
- ▣ Meet consumer demand for green power
- ▣ Reduce dependency on foreign oil imports
- ▣ Create jobs under both Federal and state programs
- ▣ Reduce greenhouse gases



Summary

- ▣ Brightfields Development LLC combines decades of property redevelopment and energy project experience. Brightfields has a competitive edge over others in the solar market because of the experience of its principals, who have redeveloped contaminated sites nationwide for a range of uses, most recently as Renova Partners LLC. Brightfields is able to obtain contaminated land for its solar projects at an attractive price, reflecting a discount for contamination and reduced remedial costs that are necessitated when constructing a solar field.
- ▣ In addition to brownfields redevelopment expertise, Brightfields has a very experienced team of power professionals that have successfully developed power projects of several types over many decades. Brightfields personnel have completed the development of coal and oil-fired power generation projects, gas-fired cogeneration projects, combined cycle projects and fluidized bed- biomass projects. The Brightfields team has negotiated several PPAs and interconnection agreements with utilities and completed the regulatory process for developing power projects in New England and throughout the United States.





**Mr. Donald Pickard
Selectman, Town of Bourne
C/o 24 Perry Avenue
Buzzards Bay, MA 02532**

National Grid requests the opportunity to present our renewable gas project proposal for the Bourne Landfill before the Landfill Business Model Advisory Working Group. National Grid's Sustainable Gas Group has met with the Integrated Solid Waste Management team and believes we have an innovative solution for the disposition of the facilities' landfill gas in which we condition the gas for use in our natural gas network serving our utility customers on Cape Cod.

Sincerely,
Anthony LaRusso
Manager, Sustainable Gas Group

Cc Thomas Guerino
Daniel Barrett
Philip Goddard
Joseph Carroll, National Grid
Donald Chahbazzpour, National Grid

2010 JUL 16 AM 9 19

TOWN CLERK'S OFFICE

**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

**MEETING NOTICE
AMENDED**

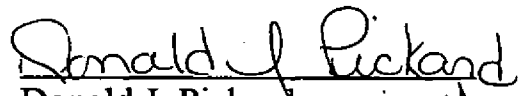
Date
Thursday
July 22, 2010

Time
4:00 P.M.

Location
Bourne Town hall
24 Perry Avenue
Buzzards Bay
Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Presentation by George Aronson, Commonwealth Resource Management Corp. and ISWM staff
- 3) Discuss and review request by Plankton Power
- 4) Approval of minutes: 6/10/10, 6/15/10
- 5) Discussion of future agenda items
- 6) Adjourn


Donald J. Pickard
Chairman

July 14, 2010

2010 JUL 12 PM 3 BOURNE LANDFILL BUSINESS

TOWN CLERK'S OFFICE MODEL WORKING GROUP

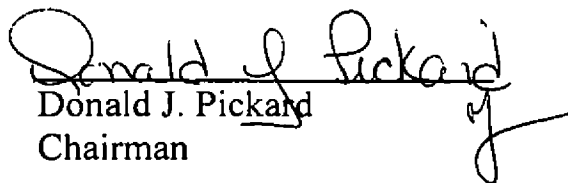
01/01/2010

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Thursday July 22, 2010	4:00 P.M.	Bourne Town hall 24 Perry Avenue Buzzards Bay Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Presentation by George Aronson, Commonwealth Resource Management Corp. and ISWM staff
- 3) Discuss and review request by Plankton Power
- 4) Approval of minutes: 6/10/10
- 5) Discussion of future agenda items
- 6) Adjourn


Donald J. Pickard
Chairman

July 12, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

July 22, 2010, 4:00 PM, basement meeting room Town Hall

2010 SEP 30 PM 2 53
CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), Stanley Andrews (BOH), John Redman (Fin. Com.), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Jim Mulvey (public), Curt Felix (Plankton Power), George Aronson (Commonwealth Resource Management Corp)

Attachments: agenda; Commonwealth Resource Management Corp., George Aronson, Power Point presentation; letter of interest from National Grid to meet with the Working Group; letter of interest from Turning Mill; letter from Plankton Power asking for a interest from Bourne to enter into an agreement regarding flare emissions.

The meeting began at 4 p.m.

- It was noted that Mr. Schofield has been appointed to the working group by the Board of Selectmen.
- Mr. Aronson proceeded with his presentation (see attached). He discussed the context of the current technology vendor review was against the Phase 1 process of the business plan which is to determine what type of landfill the town prefers (MSW vs. Dirt) and how to stabilize revenues through a waste acquisition plan.
- Mr. Aronson also noted that Phase 2 of the business plan process is what the working group is focusing on now and it should yield the maximum value for the town. Also the town should ensure it controls the process, not the vendors, and therefore ask the vendors what they can do for the town vs. the other way around.
- Mr. Goddard noted that the Cape Cod Commission put out an RFP for counsel to help guide the solid waste contracts advisory group with writing an RFP for the Cape MSW. The project timeline for an award for the MSW contract is either the spring of 2011 or 2012. He also mentioned that assets the town possesses at the ISWM facility including space available for developer proposals.
- Mr. Andrews wanted to know what area was available for development. Mr. Aronson said that would be addressed later on.
- Mr. Aronson explained that we need to know what the town would receive, what the vendors want and the risks involved. He described the next steps in the process and a schedule of meetings. Mr. Redman noted that one commitment might preclude other options. Mr. Aronson said yes that is possible but the town needs to know what it will receive for that trade-off and what will the effects on the operations would be. He noted that Mr. Felix of Plankton Power only wanted the emissions from the flare, not the landfill gas itself.
- Mr. Aronson went on to show the flow chart of gas utilization options. Mr. Pickard asked about our power production potential. Mr. Barrett noted 2-3 MW now and potentially 5 MW. Mr. Aronson noted that the type of landfill that is chosen will affect the potential MW production over the long-term. Mr. Pickard asked if Mr. Aronson operated the engines in New Bedford. Mr. Aronson said yes. He also noted that options

for landfill gas utilization include: boiler fuel, flaring, reciprocating engines, compressed natural gas (CNG), liquefied natural gas (LNG) and pipeline distribution. Pipeline quality is the hardest to achieve because of strict quality control requirements. Mr. Redman noted that some may not be an option and Mr. Aronson said we'll see. Mr. Redman said we could put the gas into a pipeline or truck it out as LNG in tankers. Mr. Aronson said those are possibilities.

- Mr. Barrett noted that National Grid controls the pipeline. Mr. Redman noted that such a plan would be at National Grid's risk and Mr. Pickard wondered how the town would be compensated. Mr. Andrews said that space needs must be considered.
- Mr. Aronson continued with his presentation and showed options for MSW and noted that all processes have some residuals. Mr. Picard asked if composting technologies are more advanced than anaerobic digestion. He knows of a composting operation in northern MA. Mr. Aronson said it depends on inflows. Mr. Andrews noted that some are more complex. ISWM's operation is very simple composting. Mr. Aronson continued with his presentation and outlined various technologies.
- Mr. Aronson recommended continuing to learn about new technologies. Mr. Goddard will send the Working Group a site master plan.
- Mr. Redman asked if Taunton's plans for processing MSW included working with the municipal light plant. Mr. Aronson said no, they propose to make ethanol. Mr. Barrett noted that ISWM staff attended that pre-bid meeting in Taunton and the light plant folds were there to see who might bid.
- Mr. Aronson also recommended preparing a competitive bid(s) that fits with the master plan of ISWM, determines what space to use, how landfill gas will be utilized, takes advantage of technologies that are ready now and that will benefit the Town and provide value.
- Mr. Goddard noted that permit conditions need to be evaluated including the allowable tonnage that can be managed at the site. Mr. Pickard asked if BOH would deny any tonnage increases. Mr. Andrews said he did not know but noted that any increases would not be allowed unless conditions are met. Mr. Barrett said that those detailed discussions will occur at a later date in a step-wise fashion and that diversion from the landfill is a possibility. Mr. Pickard concurred that the BOH concerns need to be addressed. Mr. Andrews noted that odor was a concern. Mr. Goddard noted ISWM will go through an analysis to address concerns. Mr. Aronson said the Town could look at gas utilization and options for the landfill. Mr. Goddard noted that site development options did not have to include managing MSW. Ms. Mastrangelo asked what the Town would provide and that the Town needs to be careful. Mr. Aronson agreed. Ms. Mastrangelo asked about what waste Town control controls. Mr. Goddard said that the near future could greatly influence that, especially regarding how the Town positions itself with regard the contracts that are expiring on Cape Cod in 2015.
- Mr. Aronson noted that there could be multiple rounds of bidding. Mr. Goddard said that the first round could affect how you bid the second round.
- Mr. Aronson outlined a schedule of next steps through the fall and winter that included meeting with vendors, discussing procurement options and convening another joint BOS, BOH, FC, EAC meeting. He also discussed moving forward with an update to the business plan.

- Mr. Pickard will announce to the BOS that the October would be the next time to meeting with the other boards. He asked if the Cape Cod Commission (CCC) was pressuring us. Mr. Barrett said that the CCC was supportive of ISWM's planning efforts and that ISWM has been keeping the staff at CCC informed. Mr. Barrett noted that ISWM could partner with the Cape towns on options or merely services them. Mr. Goddard suggested that we need to speak with the Boards of Selectmen on the Cape to inform and engage the decision makers. Mr. Andrews asked if ISWM had a master list of contracts with SEMASS and the expiration dates. Mr. Barrett said yes.
- Mr. Andrews asked about rail options. Mr. Barrett said that the Town is part owner of the Upper Cape Regional Transfer Station and that may be an option, however trucking could be cheaper in certain cases.
- Mr. Andrews asked what value has been added by the recent permitting. Mr. Aronson said that depends on what options are chosen, but if the currently permitted site is worth many times more than raw land. Mr. Goddard noted that the buffer land on the original landfill parcel was removed once the Town purchased the abutting land to the south and that the value was increased because it could now be used as landfill.
- Mr. Andrews asked if site leases had been done before. Mr. Aronson noted that the site leases would provide some revenue but the commodity would be the larger value. Mr. Barrett noted that would be arranged via the host fee. Ms. Mastrangelo asked how that would be charged. Mr. Redman suggested \$8/ton. Mr. Barrett said that would be negotiated but that the state required minimum would be the floor price to start. Mr. Redman suggested that some of that discussion might have to happen in executive session. He noted that we need to make sure vendors knew of our capabilities and that revenues must be brought in, the landfill life extended and that there is long-term revenue. Mr. Andrews noted that ISWM may run something that does not involve MSW. Mr. Redman asked if barging were a possibility. Mr. Goddard noted no.
- Mr. Mulvey commented that development of long-term services is a goal, but wanted to know the financial benefit to the Town from the ISWM Enterprise Fund. Mr. Barrett noted that ISWM is working with the Finance Committee on options of how to move money to the General Fund. The current options are through the host fee and administrative fee. MA Department of Revenue would also have to be consulted to approve an option.
- Mr. Pickard noted assessment of private operations could be an option. Mr. Goddard and Mr. Aronson noted that the host fee is in lieu of taxes. Mr. Barrett noted that you can't assess equipment for remediation, although Mr. Aronson noted that there are exclusions. Mr. Goddard noted that ISWM paid PILOT money for a while then switched to the host fee once the legislature passed Bourne's home rule petition to change the law to apply the fee to ISWM. Ms. Mastrangelo noted that the fee would be part of the negotiation. Mr. Pickard was concerned about how fees would be used at the General Fund side and Mr. Andrews noted that would be something the larger joint meeting could consider.
- Mr. Mulvey suggest that the structure of ISWM could change from an enterprise fund. Mr. Goddard noted that the enterprise fund could be dissolved and be operations brought back under the General Fund. Ms. Mastrangelo said that safeguards would have to be put into place to pay for operations first. Mr. Barrett noted that there are safeguards in place now on how money can be sent to the General Fund and that if the ISWM EF were to go

away, ISWM would run the risk of having to compete with other departments to meet its operational requirements.

- Mr. Goddard handout out letters from National Grid (requesting a meeting with the Working Group) and Plankton Power (to use emissions) as well as copies of Mr. Aronson's presentation. Mr. Pickard suggested that Working Group recommend to the BOS that a letter be sent to Plankton Power expressing interest to receive a proposal from them on using the flare emissions. Mr. Andrews made that motion and it was seconded by Mr. Redman. The motion was unanimously approved. Mr. Felix, CEO of Plankton Power noted that they were only interested in bottling gas from the flare for a limited time. Mr. Redman asked if ISWM objected. Mr. Barrett said no and that they would look forward to seeing plans. Mr. Andrews noted that Plankton Power's use of the emissions could provide data. Mr. Goddard said ISWM would work on a draft letter that the BOS could approve at the August 10th meeting. Mr. Pickard asked that ISWM staff and Mr. Felix be in attendance.
- Mr. Mulvey asked about the process to produce ethanol. Mr. Aronson said it could be done by methane.
- Mr. Pickard postponed approval on minutes until the next meeting. Mr. Andrews suggest that meetings be taped and that they hire a secretary. Mr. Pickard will ask about getting some help.
- Upcoming presentations include: Harvest Power on 8/12; National Grid on 8/26 and Turning Mill on 9/9. Mr. Pickard asked if it were reasonable to defer Interstate Waste. Mr. Goddard said yes. Mr. Pickard suggested cutting off presentations by October. He'll update the other groups about meeting in October to discuss vendors, Phase 1 waste acquisition and next steps. Mr. Andrews suggested including financial exposure and environmental technologies.
- Ms. Mastrangelo asked if an RFP would be ready in October. Mr. Barrett said ISWM would be looking at those inputs. Mr. Goddard noted that discussion of Phase 1 waste acquisition should be discussed. Mr. Mulvey noted caution regarding gas utilization options with respect to odor. Mr. Andrews and Mr. Barrett said that any options would have to address odor. Mr. Aronson said uses of the gas would be monitored closely.
- Mr. Redman made a motion to adjourn. Mr. Andrews seconded it and all were in favor.

End

CommonWealth

Resource Management Corporation

The ISWM Business Plan: Vendor Technologies in Perspective Phase II: The Long-Term Site Development Plan

Presented to
the Town of Bourne
ISWM Business Model Working Group

22 July 2010

CommonWealth
Resource Management Corporation

The ISWM Business Plan: Vendor Technologies in Perspective

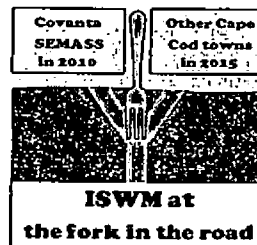
ISWM tomorrow: depends on choices made (or not made) today

Phase I: The Landfill Waste Acquisition Plan

1. Acquire waste at tip fees that
 - Generate cash to meet targets
 - Maximize airspace value
2. Manage business risks
3. Pursue key opportunities
 - Covanta proposal on processed bottom ash
 - Cape Cod Commission process for Town MSW

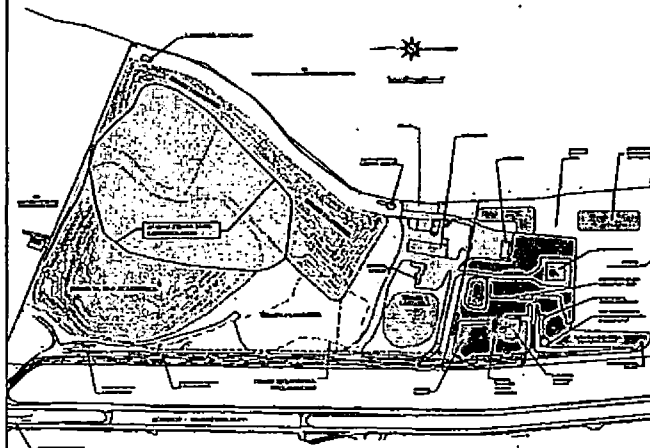
Phase II: The Long-Term Site Development Plan

1. Manage Town waste after Landfill closes
2. Provide ongoing value for the Town (starting now!)



The ISWM Business Plan: Vendor Technologies in Perspective

ISWM today: a solid waste enterprise providing \$ for the Town



ISWM Assets

1. Landfill permitted for disposal of 219,000 tons per year
2. Transfer stations for C&D and/or MSW (ISWM + UCRTS)
3. Recycling center with baling facility
4. Compost/organics processing area
5. Landfill gas available for beneficial use
6. Infrastructure and space available for more development

3

The ISWM Business Plan: Vendor Technologies in Perspective

ISWM Goal and Approach to Vendor Technology Proposal

1. Leverage ISWM assets to provide maximum ongoing value for the Town of Bourne
2. Ensure that the Town controls the process
 - Learn the value technology can create
(What might we get?)
 - Understand requested commitments
(What do they want us to do? What risks would we be taking?)
 - Focus on leveraging assets (What should we let them have?
What should we get for what we give them?)
 - Determine steps for achieving the goals
(What do we do next?)

4

The ISWM Business Plan:
Vendor Technologies in Perspective

To ensure that the Town controls the process
and achieves its goals...

*Ask not what the Town of Bourne
can do for technology vendors.
Ask what technology vendors
can do for the Town of Bourne!*

5

The ISWM Business Plan:
Vendor Technologies in Perspective

Q: How might technologies create added value for the Town?

A: Some possibilities:

1. Extend landfill life by improving value of airspace use
2. Enhance the value of the transfer station operations
3. Enhance the value of the recycling operations
4. Enhance the value of the organics operations
5. Create value from beneficial use of landfill gas
6. Generate revenue from compatible uses on available space



6



Commonwealth
Resource Management Corporation

The ISWM Business Plan: Vendor Technologies in Perspective

7

Vendor technology presentations to date or scheduled	
Use landfill gas emissions to enhance algae growth to produce biodiesel	June 10 Plankton Power
Generate electricity from solar PV on closed portions of the landfill	June 15 Brightfields Development
Produce biogas from anaerobic digestion of organic materials	August 12 Harvest Power
Upgrade landfill gas to pipeline quality	August 26 National Grid
Convert C&D wood waste to biodiesel and waxes	Sept 9 (tentative)Turning Mill Energy
Other technologies for consideration	
MSW processing technologies	Thermal: plasma arc, gasification, pyrolysis Chemical: hydrolysis, de-polymerization Biological: digestion, composting (MSW or SSO)
Standard landfill gas use	Electricity generation
Emerging landfill gas use	Conversion to vehicle fuels (CNG and LNG)

8

Commonwealth
Resource Management Corporation

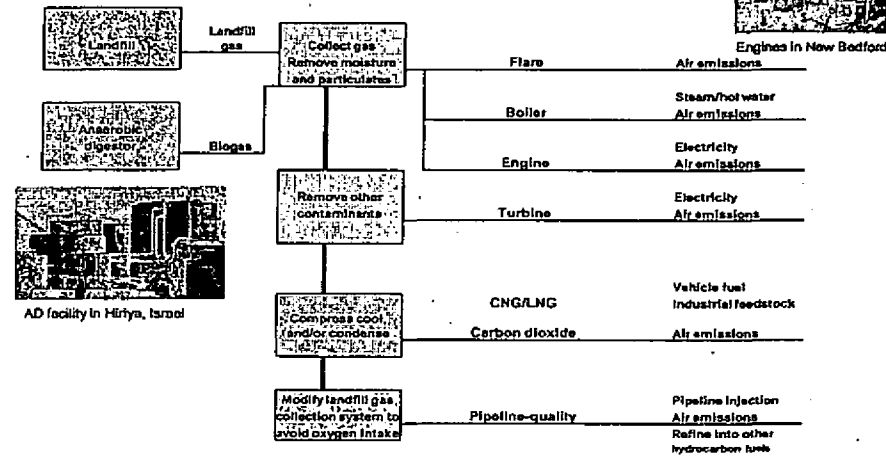
The ISWM Business Plan: Vendor Technologies in Perspective

Potential technology value and Town commitments

Vendor	Plankton Power	Brightfields Development solar PV	Harvest Power	National Grid	Turning Mill Energy
1. Extend landfill life? Affect operations?	No	Avoid active areas	Residuals disposal	No. Modify gas collection system	Residuals disposal
2. Enhance transfer operations?	No	No	No	No	Yes (C&D wood)
3. Enhance recycling operations?	No	No	No	No	No
4. Enhance organics operations?	No	No	Yes	No	No
5. Use the landfill gas?	Yes. Use LFG or emissions	No	Create biogas, might use LFG	Yes	No, but will create syngas

The ISWM Business Plan: Vendor Technologies in Perspective

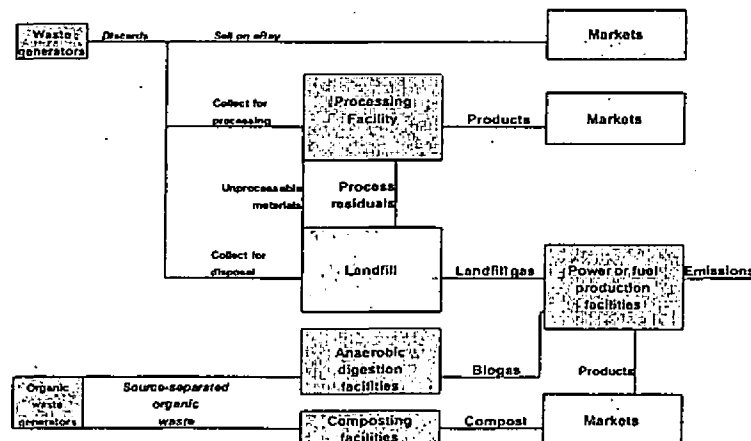
Technologies for beneficial use of landfill gas and biogas



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The ISWM Business Plan: Vendor Technologies in Perspective

Technologies for MSW processing and landfill life extension



10

The ISWM Business Plan: Vendor Technologies in Perspective

Processing technologies for MSW: no mystery, just high school chemistry

Technology	Description	Nickname
Plasma arc reduction	Use electrical discharge to vaporize waste into elemental form and melt inorganics at 4000- 7000 deg F, then quench to form gas and slag	Zap
Gasification	Convert organic waste to gaseous fuel and liquid products through partial slow oxidation by heating at 1400- 2500 deg F	Bake
Pyrolysis	Convert organic waste to liquids and gaseous fuels by heating <u>with no oxygen</u> at 750-1400 deg F	Steam
Thermal depolymerization	Pulp/slurry organics, then heat to 950 deg F and inject steam to accelerate decomposition to liquid and gaseous products	Mix and mash
Anaerobic digestion	Use microbes <u>in absence of oxygen</u> to convert organic waste to sugars, then acids, then compost, biogas and/or green fuel products, all at < 160 deg F	Bugs in tanks with gas, no air
Mixed waste composting	Use microbes <u>in presence of oxygen</u> to convert organic waste to compost at < 160 deg F (e.g., Waste Options Nantucket)	Bugs in vessels, with air, no gas

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The ISWM Business Plan: Vendor Technologies in Perspective

Recommendation #1: continue learning about technologies that might benefit the Town

- Continue vendor presentations: consider
 - Readiness for commercial development
 - Impacts on landfill life and use
 - Use of ISWM space, landfill gas, organics, etc.
- Accommodate non-exclusive vendor requests (e.g., Plankton Power request for landfill gas samples)
- Defer requests and developments that interfere with operations (e.g., solar PV electricity in landfill active or expansion areas, technologies for which there is no space or synergy)
- Monitor state policies for emerging technologies

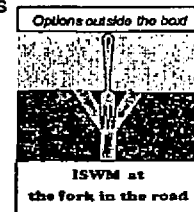


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The ISWM Business Plan: Vendor Technologies in Perspective

Recommendation #2: prepare for competitive bid(s)

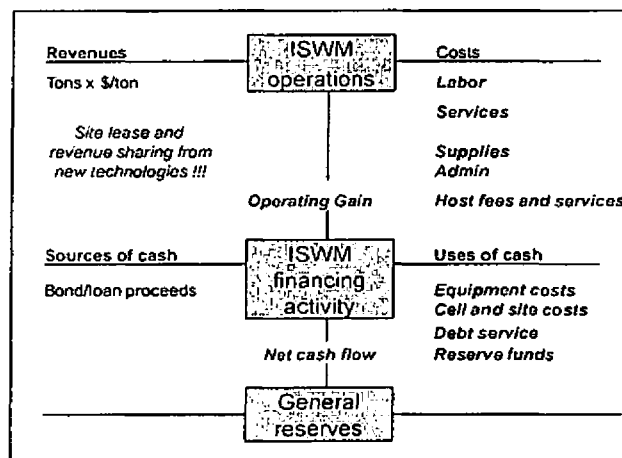
- Ensure bidding vendors fit with the ISWM site master plan and business model
- Select the vendor offering the Town the most value for use of:
 - Available technology now or soon
 - Available space and infrastructure
 - Available landfill gas and other resources
 - Available landfill space for residuals and unprocessables
- Screen for vendors that can perform as promised
 - Control potential environmental and nuisance impacts
 - Guarantee technical and economic performance
 - Have commercial operating experience with proposed technologies in comparable applications and scale
 - Provide financial strength



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The ISWM Business Plan: Vendor Technologies in Perspective

ISWM
economics:
keeping it in
perspective



14

The ISWM Business Plan:
Vendor Technologies in Perspective

Next steps: Phases I and II

Schedule	Activity
Aug/Sept	Continue vendor presentations Complete assessment of vendor technologies Monitor landfill waste acquisition options and actions of Covanta and Cape Cod towns
October	Discuss Phase II procurement options and approaches to use the landfill gas and specific parcels Define specific Phase I options Advance the business plan decision process Meet with BOS/BOH/FC
December	Complete and begin to implement business plan Proceed with procurement(s)

2010 JUL 16 PM 1 28

TOWN CLERK'S OFFICE

**ISWM/FINANCE COMMITTEE
WORKING GROUP**

MEETING NOTICE

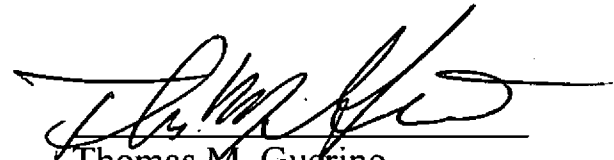
Date
Wednesday
July 28, 2010

Time
10:00 A.M.

Location
Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

- 1) Review and discussion of FY10 ISWM Revenues and Expenditures
- 2) Review and discussion of FY11 ISWM Budget
- 3) Accounting approaches to a clearer view of ISWM's financial position
- 4) Other business discussion that does not require a vote of the working group
- 5) Adjourn



Thomas M. Guerino
Town Administrator

Date: July 16, 2010

2010 AUG 5 PM 8:51
**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

TOWN CLERK'S OFFICE
Bourne, MA

MEETING NOTICE

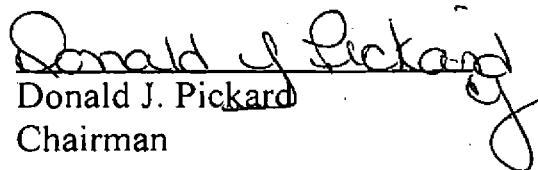
Date
Thursday
August 12, 2010

Time
6:00 P.M.

Location
Bourne Town hall
24 Perry Avenue
Buzzards Bay
Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 6/10/10; 6/15/10; 7/22/10
- 3) Presentation by Harvest Power
- 4) Discussion of Material Recovery Facility (MRF) technology - and ISWM staff
- 5) Discussion of future agenda items
- 6) Adjourn


Donald J. Pickard
Chairman

August 5, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

August 12, 2010, 6:00 PM, basement meeting room Town Hall

2010 SEP 30 PM 2 53

TOWN CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), Stanley Andrews (BOH), John Redman (Fin. Com.), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Bill Ware (Capital Outlay), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Diana Barth (Bourne Enterprise), Paul Sellew (CEO Harvest Power), Molly Bales (Harvest Power), Bill Rhatigan, Jerry O'Brien.

Attachments: agenda; Presentation by Harvest Power; Letter from GHD to present to working group with their partners, We Care and MaxWest.

The meeting began 6:05 p.m.

- Draft minutes from the June 10, 2010 meeting were reviewed and corrections made. A motion was made by Mr. Redman to approve as amended; seconded by Andrews. Three voted in favor. Mr. Schofield abstained.
- Draft minutes from the June 15, 2010 meeting were reviewed and corrections made. A motion to approve as amended was made. Three voted in favor. Mr. Andrews abstained. Mr. Goddard asked that approval of the minutes from the July 22, 2010 meeting be postponed until the August 26, 2010 meeting.
- Mr. Sellew, CEO of Harvest Power (HP) began his presentation. He noted that he has 25 years of experience in managing organic waste. He formed Harvest Power in 2008 and it's based in Waltham, MA. He has determined that anaerobic digestion (AD) is one of the futures for managing organic wastes. This will divert material from the landfill and produce renewable electricity using an enclosed AD process. This technology is already applied to water treatment sludges (biosolids). It will also provide a nutrient-rich compost as an end product utilizing the stabilized residuals from the AD process in a covered aerobic composting process. He said that their high solids AD process mimics that of a cow's digestion and using bacteria to convert the wastes.
- Mr. Sellew explained that Harvest Power owns operates the largest food waste and yard waste composting facility in North America in Canada. Their technology partner has developed 30 such biogas plants in Europe and that Harvest Power has a pilot plant that has been processing 8,000 tons per year since 2007. He noted that they will pay particular attention to odor control through their building design and by use of a biofilter to treat all exhaust air. He outlined the footprint of a 30,000 ton per year facility that could be developed at the Bourne site.
- Mr. Redman asked if the waste needed to be separated. Mr. Sellew said that the best way to quality is to have clean inputs and that separation is preferred. Mr. Redman asked who would do this. Mr. Sellew said that the generators would separate it and Harvest Power would acquire the waste. Harvest Power needs a site. HP has venture capital investments from Kleiner Perkins and are partnering with Waste Management, Inc. (WM) which is a minority investor. They will be building their first full scale plant in October and expect it to be operational in June 2011. Mr. Pickard asked is Waste Management could deliver the feedstock and Mr. Sellew said yes. HP would develop, finance, build and operate the facility. Ms. Bales noted that MA DEP has diversion goals

and wants to create renewable energy. HP's process accomplished both and could help meet the Renewable Portfolio Standard requirements for power that is sold in MA. The gas could also be used for compressed natural gas (CNG).

- Mr. Redman asked about their space needs. Mr. Sellew said 3-4 acres for a 30,000 ton per year facility. Mr. Ware asked where HP would sell their compost. Mr. Sellew said to homeowners, golf courses, landscapers etc. They currently sell out of their supply every year. Mr. Ware asked if it would be bagged and Mr. Sellew said it would be for bulk delivery, but it has to be good quality and clean material in equals clean product out and easy sales. Mr. Ware asked if it were commodity pricing and Mr. Sellew said it can be and you can add value. Mr. Ware asked if pricing were flexible and Mr. Sellew said a local marketing plan would be developed. Mr. Ware said branding it would help with marketing and Mr. Sellew said he makes a product.
- Mr. Pickard asked about the size of the facility in Vancouver and the one proposed in Bourne. Mr. Sellew said in October it will be a 30,000 ton per year facility the same size as the one that he would propose in Bourne. Mr. Pickard asked about the watershed and Mr. Sellew said that it would be within a 30-50 mile radius. Mr. Andrews noted that Cape Cod stores produce 4 tons per day and that they don't have money for a tip fee and asked if HP would have a tip fee. Mr. Sellew said that they would need a tip fee and would also make money from the sale of compost and electricity.
- Mr. Andrews asked what percentage of inputs would be yard waste. Mr. Sellew said he could go as high as 50%, but prefers more food waste as high as 65%.
- Mr. Sellew said his process is simple, low cost, low parasitic energy load. Mr. Ware asked about the capital cost. Mr. Sellew said \$8-10 million. He also noted that there is a 30% tax grant as part of the American Reinvestment and Recovery Act (ARRA) by the project needs to have 5% of the cost up in running or at risk by the end of 2010.
- Mr. Ware asked what is covered. Mr. Sellew said that the AD is covered as well as the aerobic composting. Mr. Barrett asked what the temperature in the piles would be. Mr. Sellew said about 133 F to 150 F and it would take 4 weeks to cure it and screen it. Probes and other controls would be used to maintain peak performance. Mr. Pickard asked if they could use the landfill leachate. Mr. Barrett said no and Mr. Sellew said his process has a zero water balance. He also noted that a 30,000 ton per year facility would produce about 15 tons of compost. Mr. Pickard asked what would go into the landfill and Mr. Sellew said about 1-2% garbage and that he has two more facilities planned for the west coast. Mr. Pickard asked how long to build and Mr. Sellew said 6-9 months.
- Mr. Sellew noted that they have very good odor control and that the state likes their process and that there is an opportunity to add to our landfill gas with their biogas. Mr. Pickard asked if it would affect our airspace and Mr. Sellew said no. Mr. Goddard noted that this is a plug and play type of proposal and that they good tie in with our gas pipes. Permitting should be OK.
- Mr. Pickard asked how the Town would benefit. Mr. Sellew asked if there is an interest or a fit. Mr. Goddard said that HP would tell us. Mr. Ware asked who would get the material. Mr. Sellew said HP and WM. Mr. Andrews said that the MA DEP's solid master plan indicates that a ban on food waste disposal is coming. Mr. Barrett concurred. Mr. Ware asked if there would be a land lease or a tonnage limit. Mr. Barrett said there could be and will look at it. The BOH wants diversion from the landfill and Mr. Andrews agrees.

- Mr. Andrews noted that traffic could be 20-30 trucks per day. Mr. Sellew said 10 in and 5 out per day. Mr. Goddard noted that if they intend to meet the ARRA deadline the Town would have to move quickly. Mr. Sellew noted he'd want our yard waste. Mr. Pickard noted that there would be a lease and a host fee. Mr. Redman noted that it's not landfill dependent. Mr. Sellew said he needed to be a realistic site as soon as possible. Mr. Goddard asked what entails the 5% at risk. Mr. Sellew said a lease or a combined heat and power facility for example. Mr. Andrews noted that the Town is still evaluating its timeline and to move this year would be very difficult. Mr. Pickard said that if it's viable and there is no landfiling it could be looked at concurrently with other projects and suggested that the meeting in Sept. be moved up. Mr. Goddard noted that with Mr. Aronson and Mr. Barrett they could move up review sooner. Mr. Ware noted that the lease cost would be about 5-7%.
- Mr. Redman asked if this would preclude other projects. Mr. Goddard said not necessarily. Mr. Redman said he wanted numbers. Mr. Goddard said that would come in the RFP responses. Mr. Sellew noted that HP would finance the facility. Mr. Andrews noted that the Town commits the space and that odor control is a key. He also noted that the BOH would be involved in every step. Mr. Sellew noted site control is key issue. Mr. Ware asked if the technologies were only available in 2015. Mr. Goddard noted that vendors would have to meet our conditions. Mr. Sellew said he'd said over a draft RFP. Mr. Schofield this is the same issue with solar vendors. Mr. Sellew said it's a horse race for the ARRA money. Mr. Pickard noted that municipalities can be slow. Mr. Andrews noted that the site assignment is done and ready to go and that the technology fits the future. Mr. Sellew said he had no idea if the ARRA grant would be extended but credits would run into next year.
- Mr. Gately asked about the dual track. Mr. Pickard indicated that would be another joint meeting in September. Mr. Goddard said he'd work on dates with George and coordinate an update on the technologies and information on an RFP process. Mr. Pickard asked for motion to move up the joint meeting to Sept., so moved by Mr. Schofield and seconded by Mr. Redman; all in favor.
- Mr. Pickard asked what a MRF is. Mr. Andrews said it can be a labor intensive facility that separates recyclables. Mr. Goddard suggested they check out Casella's website that has a video of their Zero Sort process that incorporates new technology. Mr. Andrews said it could be added to the RFP.
- Mr. Goddard said we have about 8 acres available and we could move the DPW for about 5 acres more. Mr. Pickard asked is there is a value to our permits. Mr. Goddard said yes.
- Mr. Schofield said that the Cape and Vineyard Electrical Coop. is preparing a big solar RFP.
- Mr. Goddard outline next agendas: 8/26 Solar update and National Grid approval of minutes; 9/9 Turning Mill; 9/23 GHD/We Care. Mr. Pickard said 6:00 p.m. meeting are OK. Mr. Pickard asked if we could get other companies in sooner. Mr. Goddard said he'd try to double up on a meeting in Sept. Mr. Pickard said he'd put out a feeler to the other boards about a meeting the week of the 13th.
- A motion to adjourn was made by Mr. Redman and seconded by Mr. Andrews; all in favor.

End

Goddard, Philip

From: Jeff.Heath@ghd.com
Sent: Thursday, August 12, 2010 3:56 PM
To: Pickard, Don
Cc: Guerino, Thomas; Goddard, Philip; Barrett, Daniel; jeffrey.leblanc@wecarecompanies.com; rheien@maxwestenergy.com
Subject: Technology Presentation to Bourne Landfill Business Model Work Group
Attachments: Bourne, MA-Pickard,D.pdf

Mr. Pickard -

Attached is a request to appear before the Town of Bourne Landfill Model Work Group to present an overview of the MaxWest Gasification Technology and its applicability to the Town of Bourne. Although the "technology discussion" will focus on gasification, our Team offers a diversity of experience with not only gasification but with other technologies such as MSW Composting, Anaerobic Digestion, and organics management that will allow us to share our knowledge and prospective with the Group.

We believe that our team has the capacity to work with the Town to further develop sustainable waste management practices for the community. Our experience with a variety of technologies will provide Bourne a solution and not simply a technology. There are a variety of reasons that we prefer gasification, but we also understand that one technology does not necessarily fit all circumstances. It is essential that we understand the Town's vision and presume that there are time constraints and economic considerations involved. For example, we understand that the Town is pursuing long term waste contracts with Cape Cod communities whose current waste agreements expire in 2015 - thus it appears that time is of the essence.

We are also prepared to hold initial discussions, or share our thoughts, regarding risk allocation and revenue sharing for your consideration prior to a formal technology procurement process. Our team members have market knowledge and a local presence to assist the Working Group in identifying key business considerations for future waste management practices.

We look forward to further understanding the Town's current and future needs and appreciate the assistance we have received to date from Mr. Goddard and Mr. Barrett. Thank you for your consideration.

Please note my new direct telephone (T) number.

Regards,

Jeffrey H. Heath, P.E.
Principal Manager - Waste Management

Stearns & Wheeler GHD
T: 1 315 679 5769 | C: 1 315 382 4451 | F: 1 315 679 5801 | jeff.heath@ghd.com
One Remington Park Drive Cazenovia NY 13035 USA | www.ghd.com

Water | Energy & Resources | Environment | Property & Buildings | Transportation

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CLIENTS PEOPLE PERFORMANCE

August 12, 2010

Mr. Donald Pickard, Selectman
Town of Bourne
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532-3441

Re: Presentation to Working Group
Waste Processing Technology – MaxWest Gasification Process

Dear Mr. Pickard:

On behalf of our project partners, MaxWest Gasification Systems and WeCare Organics, GHD (formerly Stearns & Wheler) would like to request an audience with the Bourne Landfill Business Model Working Group so that we may make a presentation relative to the MaxWest Gasification System for initially processing wastewater treatment sludge at the Town of Bourne Landfill with potential future applications for waste conversion of other organics or Municipal Solid Waste (MSW). We have met with Phil Goddard and Dan Barrett at the landfill to further understand the Town's needs and to ask questions specific to the Town's current landfill operations. Based on these discussions, we understand that the Town is interested in identifying best available waste processing technologies for present and future consideration by the Town in order to sustain long term, reliable, and responsible waste management practices for the community. The following is an overview of what our Team would offer to the Working Group:

Technology Description – MaxWest Gasification System

The MaxWest Gasification System is a thermal conversion technology that utilizes high heat to convert organics to an inert ash byproduct that can be beneficially reused while preventing measurable quantities of air emissions. Through the thermal conversion process, synthetic gas is formed and is used as an energy source that is first used to self-sustain the sludge drying and gasification process. Excess heat may then be used as an energy supply for other facilities or for power generation (dependent upon the BTU value of the incoming sludge). The MaxWest Gasification System has been in operation for many years and is the only gasification system in North America that is processing wastewater sludge (Sanford, Florida). The entire process is fully enclosed and odors are contained through a closed loop process.

Applicability to the Town of Bourne

Based on our discussions to date, we believe that the MaxWest Gasification System can first be utilized to process wastewater sludge from Cape Cod communities. In addition, the process could potentially be expanded for incorporation of some other organics or municipal solid waste, depending upon market opportunities. The process is completely modular and is easily expandable. For example, a single cell gasifier with a sludge dryer and thermal oxidizer would fit inside a 7200 sq. ft. building, including electrical and control rooms (approximately 72' x 100'). A single cell system could process up to 80 wet tons of sludge per day at 20-25% solids.

Why Sludge Only as a First Step?

There are a number of reasons why we believe that processing of wastewater sludge at the Town's landfill would be a logical and economically prudent first step. The most significant of these are as follows:

- Wastewater sludges are not regulated as a solid waste in the Commonwealth of Massachusetts and therefore are not included under the MaDEP's solid waste policy concerning new "combustion facilities" that process MSW (i.e. the moratorium on all new waste combustion facilities). Although we disagree with MaDEP's interpretation that gasification is a combustion technology, the issue becomes non-existent if we apply gasification to wastewater sludge. Although there are vagaries associated with the regulatory requirements for permitting this type of process at a municipal solid waste landfill, we are prepared to request a modification of the Town's Site Assignment (if required) and will address project-specific considerations under MEPA. We are confident of our ability to successfully develop this project.
- The Town does not currently accept wastewater sludge at the landfill and we would therefore not be competing for the same waste and revenue stream. The facility would be privately owned and operated with fees provided to the Town.
- There are currently no sludge processing facilities on Cape Cod and there is a very significant need, given the sensitivities to nutrient management and expanded wastewater processing capacities. WeCare Organics currently transports over 100 tons/week of Cape Cod-generated sludge to other off cape facilities.
- MaxWest is currently processing sludge at their Sanford, Florida facility and we have the data and proven track record to develop the project in an efficient and timely manner.
- The sludge gasifier units are the same units that would be used with other source separated organic feedstock (food waste, industrial byproducts, etc.) or municipal solid waste with the addition of a pre-processing step. This could all be done under the Town's schedule and at the most appropriate time in order to manage waste streams, revenues, and public service. We will follow your vision and Business Plan for waste management on the site.
- The process is a "green technology" the produces and uses green energy and beneficially reuses the ash byproduct. Excess energy can potentially be integrated with the Town's development of landfill gas-to-energy opportunities.

The Project Team

Our Team is prepared to provide the technology, financing, operations, and the waste stream through a long term (20 year) property lease agreement with the Town. We are also open to specific requests by the Town in terms of public/private partnerships in terms of securing favorable financing, carbon credits, site development, synergistic opportunities through combined operations, etc. Team member roles are generally described as follows:

MaxWest Systems – Technology provider, financing, and operations.

WeCare Organics, LLC – Construction, operations support, waste contracts, transportation, and beneficial reuse of end products.

GHD Inc. – Permitting and design through our Hyannis MA Office, including operational support.

Phil Goddard has provided us with the "Checklist of Information for Meetings with Technology Vendors" and we are prepared to make a presentation to the Working Group at your earliest convenience. We have tentatively reserved September 23, 2010 at 6:00 pm at the Town Hall for our presentation but will coordinate the final schedule with Mr. Goddard.

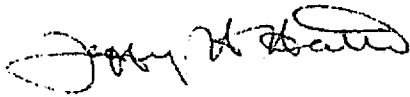
Mr. Donald Pickard, Selectman
Town of Bourne

August 12, 2010
Page 3

If you have any questions, please do not hesitate to call me.

Sincerely,

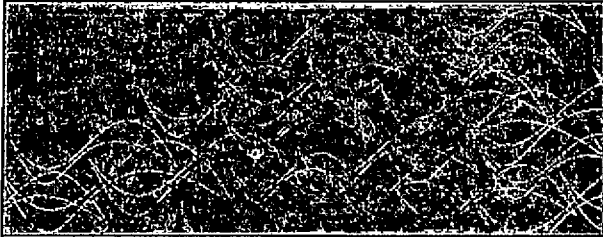
GHD Inc.



Jeffrey H. Heath, P.E.
Principal


cc: Mr. Thomas Guerino, Town Administrator
Wes Gregory, WeCare Organics
Jeff LeBlanc, WeCare Organics
Rich Heien, MaxWest Systems
Lanny Johnson, GHD


/mvl






Bourne Organics Recycling Center
An Environmental and Economic Opportunity

August 12, 2010






Does This Make Sense?

More than 1% of our energy comes from sources that pollute our environment.

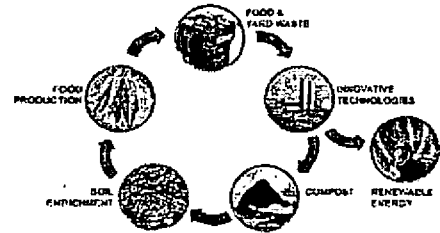
We sent enough food, yard, and wood waste to landfills and incinerators to fill a football stadium more than 50 times.

In 2008, the U.S. recycled only 2.5% of its MSW food waste.



Organics Recycling Sustainability

INTERLOCKING ISSUES




- Reduce climate change impacts
- Source alternatives to fossil fuels
- Stimulate healthy soils

- Create green jobs
- Divert waste from landfills/incinerators
- Lower costs

HARVEST About Harvest

COMPANY PROFILE
Founded in 2008, we provide industry recognized expertise, innovative technologies and project development capability to harness the renewable energy and soil-building potential in organic waste.

Corporate Profile	Operating Facilities
<ul style="list-style-type: none"> Recognized industry leading experience in organics waste management, plant operations, and odor control; 5 proprietary patents Financial investments from Kiehn, Perkins, Caulfield & Byers, Munich Venture Partners, Waste Management Inc. <ul style="list-style-type: none"> \$40MM in debt, equity and grants to date 60 full-time employees to date Expanding technology portfolio supported by industry-leading science and technology advisors 	<ul style="list-style-type: none"> Own and operate Fraser Richmond Soil & Fibre, the largest, most efficient composter of food and yard waste in Canada Profitably processing over 200k tons of food and yard waste per year Marketing generated end product and selling out yearly Planned commencement of high solids anaerobic digestion facility in 2011 to increase capacity and process a greater percent of food waste






HARVEST About Harvest

OUR CAPABILITIES

Development & Acquisition	Financing	Project Delivery	Operation
<ul style="list-style-type: none"> Identify and acquire high quality assets Conduct due diligence Obtain regulatory approvals Secure financing Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits 	<ul style="list-style-type: none"> Develop and execute project financing strategy Obtain financing Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits 	<ul style="list-style-type: none"> Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction 	<ul style="list-style-type: none"> Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction Obtain permits Complete construction

HARVEST About Harvest


OUR MANAGEMENT TEAM

	<p>PAUL SELLEW is CEO of Harvest Power, Inc. Paul has been a leader in the organics industry for more than 25 years. In 1982, he founded Fertigen, Inc., which grew to be the second largest producer of compost-based lawn and garden products in North America. Paul also founded and led International Process Systems, Inc. (composting technology provider), Alight, Inc. (bioreactors compost manure from farm, Environmental Credit Corp. (carbon credit creation and trading), and Farm World Farms (hydroponic greenhouse tomato producer). Paul graduated from Cornell University.</p>
	<p>NATHAN GILLILAND is Harvest's President and Chief Financial Officer, overseeing financial performance for the enterprise. Nathan was an Executive Vice President at Bain Capital, managing \$2 billion in investments in utilities, power generation and consumer products. Prior to Bain, Nathan collaborated with Goldman Sachs and managed strategic planning and acquisitions for multiple public corporations. Nathan earned his degree with Highest Honors from the University of California Berkeley.</p>
	<p>PAUL MCMENEMY is Managing Director for Harvest. Paul was Managing Director, Head of ABN AMRO's U.S. Corporate Finance Energy Group responsible for U.S. domestic and cross-border M&A transactions. Paul earned his B.S. in Civil Engineering from Princeton University and his M.B.A. from The Wharton School, University of Pennsylvania.</p>


HARVEST

About Harvest


OUR MANAGEMENT TEAM




JAN ALLEN, P.E. is the Lead Engineer and Chief Technology Officer for Harvest. Jan was a Principal Technologist at CH2M-Hill's Environmental Services Global Business Group and is recognized as an industry leader in organic conversion technologies and research. Jan has served as a consulting engineer to the largest composting facility in North America since 1979, for which the firm holds its outstanding operating and compliance record. Jan is the registered inventor on four patents for composting systems and biolimitation. He graduated with distinction from Purdue University.



THOMAS KRAEMER, P.E. is Harvest's Vice President for Project Delivery. Tom was a vice president for waste management services in the western U.S. for CH2M-Hill, Inc., where he managed engineering and construction projects for over 20 years. Tom's background is in engineering of solid waste management and alternate energy facilities. He holds an MS degree in civil and environmental engineering from the University of Washington-Seattle.



WAYNE DAVIS is head of Incentives and Governmental Affairs for Harvest. Wayne is a co-founder and former General Counsel of BioEnergy Farms, where he directed the environmental permitting process for development of over 40 acres of greenhouses and a 17 mile controlled feed and sewer biomass facility. Previously, Wayne was Chief Compliance Officer for the Hasty Brokerage Company. Wayne graduated magna cum laude from both Harvard Law School and Williams College.



HARVEST


Massachusetts

ENVIRONMENTAL TARGETS

- DEP goal: 70% waste diversion by 2010
 - Bourne's municipal recycling rate decreased 15% over the last decade
- Regional Greenhouse Gas Initiative (RGGI): Ten Northeastern and Mid-Atlantic states (including MA) have capped and will reduce CO₂ emissions from the power sector 10% by 2018
- Renewable Portfolio Standard (RPS): 15% of electricity supply must come from renewable resources by 2020

RESIDENTIAL RECYCLING

Statewide rate (percent):




Year	Rate (%)
'01	27
'02	27
'03	27
'04	27
'05	27
'06	27
'07	27
'08	28

* Preliminary

SOURCE: Massachusetts Department of Environmental Protection


GLBL 2511

 **HARVEST**

Our Solution

BOURNE ORGANICS RECYCLING CENTER

- Harvest hopes to create a state-of-the-art organics recycling center in Bourne that will:
 - Recycle food and yard waste using highly efficient technologies and processes that control odor and produce beneficial products
 - Produce clean, reliable, renewable energy for the region
 - Reduce greenhouse gas emissions
 - Provide local energy independence
 - Allow for minimal building impact through space efficiency and modular expansion
 - Create a nutrient-rich compost from the end product





Our Technology

HIGH SOLIDS ANAEROBIC DIGESTION

At Harvest we believe in capturing the full potential of organic resources, including their energy. Through High Solids Anaerobic Digestion (HSAD) we break down food and yard waste using naturally-occurring bacteria to produce renewable biogas energy. We aerobically compost the remaining digestate to capture the nutrients and organic matter, creating high quality compost-based products for healthy soils.



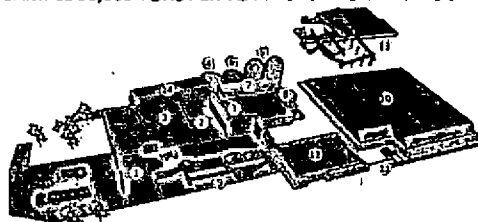
BIOMIMICRY

Anaerobic digestion mimics the processes that occur in a cow's stomach. We use similar micro-organisms in a large chamber and capture the biogas as it is produced. We optimize biogas production by creating an ideal environment for the microbes to do their work.



Our Technology

SAMPLE 30,000 TONS PER YEAR HSAD FACILITY LAYOUT



1. Organic Waste Receiving Hall
2. Hydrolysis Percolator Loading Hall
3. Hydrolysis Percolator
4. Hydrolysis Buffer Tank
5. Methane Digester
6. Digester Effluent Buffer Tank
7. HSAD Mechanical Room

8. Combined Heat and Power Unit
9. CASP Foodstock Silo
10. Covered Aerated Stack Pile (CASP)
11. Ventilation System
12. HSAD and CASP Biogas
13. Screening, Curing, Finished Product
14. Visitors' Center



Our Technology

FACILITY STREAMS

INPUT STREAMS



- Organic Waste
 - 40% green waste
 - Yard waste and other bulking agents (e.g., lettuce)
 - 60% food waste
 - Can accept produce, meat, and dairy
- Sources
 - Food processors, distributors, etc.
 - Municipalities

PRODUCT STREAMS



- Biogas
 - Refine to substitute natural gas for heating.
 - Convert to compressed natural gas (CNG) as transportation fuel, OR
 - Use to power electricity generator
- Compost
 - Sell to local garden centers, golf courses, etc.



Our Technology

KEY TECHNOLOGY ADVANTAGES

Efficient, simple, low-cost

- Higher annual processing capacity, shorter retention times, and increased loading rates compared to similarly sized single-stage batch systems
- Limited preprocessing requirements, no grinding, shunting, or filtering
- Simple loading process requires only a front end loader—no complicated continuous feed system
- Lower peroxide energy consumption, reducing costs and leaving more renewable energy for alternate uses
- Lower water use than low solids systems and little to no waste water treatment needs

Valuable applications

- Effective processing of abundant, high-energy organic wastes, including urban organic residuals like food scraps, news paper, waxy cardboard, and yard debris
- Scalability on a small footprint, allows for flexible and distributed siting of local facilities
- Modular system allows for adaptation to waste stream size and growth projections

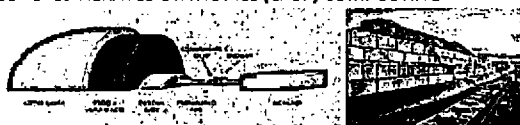
Sophisticated process control

- High-quality biogas with 15%-20% higher methane content than comparable single-stage systems
- Increased plant stability due to optimization of environmental process conditions in controlled, separate steps
- Flexibility to process a wider variety of wastes than other comparable systems due to the fact that methanogens are not exposed to acidic conditions during hydrolysis, preventing batches from "going sour"



Our Technology

COVERED AERATED STATIC PILE (CASP) COMPOSTING



• Odor control measures incorporated into design:

- Pile Construction: Smaller surface area to decrease amount of material exposed to air
- Static Aeration: Reduces the release odor by pumping air through the pile, rather than turning it
- Cover: Organic pile cover acts as a natural biofilter to treat odiferous particles
- Biofiltration: Captures odiferous air and treats it, removing odor before it's ever exposed to the atmosphere

• High efficiency and quality:

- Reduced Energy Costs: 58% less energy consumption per ton
- High Throughput: 36% more processing capacity due to greater space efficiency
- Year-round Production: Unaffected by seasonal composition, volume, and moisture levels
- High-quality, high-value compost: Products sells out 100% where technology is in use



Reference Facilities

FRASER RICHMOND SOIL & FIBRE

- Harvest owns and operates the largest food waste and yard waste permitted composting facility in North America
- Uses Harvest's proprietary Aerated Static Pile technology instead of traditional windrow system
- Harvest is adding HSAD to the existing site, to be the first of its kind on the continent

HSAD PLANTS IN EUROPE

- Harvest's technology partner GICON has designed and constructed 30 biogas plants, utilizing either wet anaerobic digestion or two-stage high solids anaerobic digestion (see appendix for details)
- Commercial pilot HSAD plant has been processing 8,000 tons per year since 2007

HARVEST

Reference Facilities

GICON FACILITY PHOTOS

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HARVEST

Environmental Mitigation

OVERVIEW

Odor	MSAD will occur indoors and air from outdoor composting will be ventilated through a biofilter.
Truck traffic	20-50 short-haul trucks per day, depending on facility size
Emissions	Emissions from the conversion of biogas to electricity are typical of a gas engine generator and will comply with all clean air standards. Emission levels vary by engine manufacturer.
Water use/ stormwater	Little to no fresh water will be required for the process. Excess water from the anaerobic digestion process will likely be fully utilized in the composting process. In the event that excess water is not fully utilized, on-site wastewater treatment or direct discharge to a sanitary sewer will occur for no more than 500 gallons per day.

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HARVEST

Environmental Mitigation

EXCEPTIONAL ODOR CONTROL

Our facility will have excellent odor control. The graphics below show the before-and-after odor impacts of installing a high solids anaerobic digestion plant with biofiltration of exhausted air.

Year: 2005
Location: Remscheid, Germany
Notes: 20,000 tonnes per year. Harhoff technology with outdoor recycling of input material, and an incomplete capture and exhaust biofiltration system. Measurements date is September 1. After composting in the harhoff system the material is transferred to a covered (but not ventilated and with no stormwater) aging and storage area.

Year: 2008
Location: Remscheid, Germany
Notes: 77,000 tonnes per year. BE BHM technology with indoor recycling, Harhoff/Harhoff/Harhoff. The entire exhaust is exhausted through a biofilter. After 30 days the material is transferred to a covered (but not ventilated and with no stormwater) aging and storage area (unchanged since 2005).

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HARVEST Environmental Mitigation

PERMITTING

State	<ul style="list-style-type: none"> • MEPA: Environmental Impact Assessment • Mass DEP <ul style="list-style-type: none"> • Solid Waste Facility Permit • Air Emissions Permit • EDEA: prove consistency with Solid Waste Master Plan
Local	<ul style="list-style-type: none"> • Cape Cod Commission Zoning

HARVEST Additional Benefits

PROVE A ECONOMIC BENEFITS

- Property tax, utility payments, right-of-way benefits for the town of Bourne
- More than 25,000 TPD of compost produced from both the Solid Waste and DEP projects, community garden & urban farms, landscaping, & landscaping

GREEN JOB CREATION

- Support jobs to create and manage 50,000 Tons Per Year (TPY) facility
- Over 100 construction jobs during a 9 - 12 month period with local work in gaining experience and training in green building methods, jobs & technologies

COULD BE THE HARVEST ECONOMICS

- 100% locally owned & operated facility
- Mass DEP estimates that project can offset an additional cost savings of \$10,000 per tonne by recycling organic waste instead of sending to landfill
- Lower costs for nearby commercial and industrial users of energy

HARVEST Environmental Benefits

FROM ANAEROBIC DIGESTION

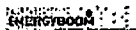
- Local production of clean, renewable, non-intermittent energy
- Local energy independence
- Space efficiency and modular expansion, allowing for minimal building impact
- Decreased transportation distance and emissions from hauling waste

FROM COMPOSTING

- Improve soil health by returning organic matter and nutrients to degraded soils
- Increase plant growth
- Increase soil's ability to filter pollutants
- Reduce erosion
- Increase water retention, reduce run-off and need for irrigation
- Offset use of chemical and petro-based fertilizers
- Divert organic waste from landfills, where it emits methane into the atmosphere

**Media Coverage: February – August 2010**

- 6 51 Total articles
- 6 6 Contributed articles
- 6 5 Press releases



Contact

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mbales@harvestpower.com



Appendix

GICÓN REFERENCE FACILITIES

RECEIPTS									
DATE	DESCRIPTION	AMOUNT	CHECK NO.	CHECK DATE	CHECK TYPE	CHECK NO.	CHECK DATE	CHECK TYPE	CHECK NO.
1987	12/31								
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1988	2/28								

 **HARVEST** Appendix


DETAILED GICON REFERENCE FACILITIES

Facility Name	Location	Capacity	Owner	Operational Since	Notes
1. Schönlitz, Germany					

Designed and built by GICON, Schönlitz began operating in 2007 and is currently receiving a waste stream consisting of 100,000 tons per year of food waste. The facility produces approximately 1,000 tons per year of clean, reusable sludge, and has a treated effluent of 200 m³. The facility also recovers amounts of CH₄ emissions, and actually reduces CH₄ emissions by approximately 1,000 tons of CO₂ equivalent each year because of the biogas production and reduced amount of emissions released into the atmosphere from the sludge treatment. The biogas facility is also able to produce about 1,000 tons a year of nutrient rich, high-quality, reusable sludge.

The plant is located on a farm in the rural, agricultural community of Schönlitz, which has a population of approx. 400. The plant site is owned by the local government and the owner maintains a leased space. 100,000 tons biogas plant located.

Construction of the plant is proceeding on schedule and start-up of the facility is expected in October, 2010.

 **HARVEST** Appendix


DETAILED GICON REFERENCE FACILITIES

Facility Name	Location	Capacity	Owner	Operational Since	Notes
2. Cottbus, Germany					

Designed and currently under construction by GICON. This plant is GICON's state-of-the-art reference facility for the GICON process, incorporating several technological advances developed at its large-scale research facility, this is. These advances include gas-tight penetration of the feedstock to eliminate CH₄ emissions and odors produced during hydrolysis of the feedstock, and an additional methane reactor which serves to maximize biogas volume and be used to generate other biogas plants during the start-up of other facilities. The Cottbus 2 facility is also able to produce about 1,000 tons a year of nutrient rich, high-quality, reusable sludge.

This facility is located with the city limits of Cottbus, Germany, a municipality with approx. 180,000 residents. The nearest residents are located approx. 200 meters from the plant location. The facility is located in an industrialized area adjacent to the municipal treatment plant.

Construction of the plant is proceeding on schedule and start-up of the facility is expected in October, 2010.

 **HARVEST** Appendix

MASSACHUSETTS FOOD WASTE SHED

- The Department of Environmental Protection (DEP) estimates that food waste accounts for at least 900,000 tons per year of all municipal solid waste generated in MA. Major sources include:
 - Leftover food and soiled paper from homes, restaurants, cafeterias and institutional dining halls.
 - Residual materials from food preparation activities at grocery stores; commercial-scale canning, freezing and preserving operations; and food and beverage processing plants.
- DEP estimates that less than 5% of all food waste generated in Massachusetts is currently being diverted to composting operations and backyard compost bins.
- Across the state, there are currently 30 food and organic material composting operations.
- However, many of these facilities are not located near primary food waste sources and some are not being fully utilized.



Appendix

CASP OVERVIEW

Our existing CASP technology has these unique attributes:

- Less energy input than other covered aerated static pile systems when grinding and aeration are considered together (38% less energy consumption per ton)
- More space efficiency than other covered aerated static pile systems (approximately 46,000 tons/year/acre vs. 10,500 tons/year/acre for others)
- More tolerant of seasonal composition, volume, and moisture variations



Appendix

CASP ENGINEERING ISSUES

- The pile can typically be aerated with vacuum, pressure, or alternating airflow direction (negative vs. positive). This helps maintain uniform heating and moisture control. It also allows more complete control of odors throughout the process duration.
- While ASPs involve relatively deep pile depths and minimal agitation, there are some choices to be made in the design of these systems.
- The two primary areas where there are elective design choices are: the aeration pipe arrangement, and the enclosure type.
- Subsurface aeration has been used successfully at several facilities involving millions of tons of feedstock. The interface between the aeration pipe (or pavement surface) and the compost pile is where the control of porosity, moisture, heat, and odour collection actually are taking place. This is the control surface that runs the process.
- Biofiltration of the pile exhaust airflow involves a biofilter that has been built to specification and is designed for some longevity (longer than one year between media exchanges).
- ASPs have inherently low odor emissions, due to the decrease in total surface area relative to other systems, the captured exhaust airflow, and the reduced need for agitation/turning of the piles.



Appendix

WINDROW v. CASP

	Windrow	Covered ASP
Odor Control	Minimal	Extensive
Footprint (50,000 ton facility)	3.8 acres	0.7 acres
Pre-Processing	Grinding, shredding	None
Residence Time	12 weeks	8 weeks



Appendix

PROPRIETARY ODOR CONTROL MEASURES

- Pile Construction** → A small footprint and greater height reduce surface area, shrinking the odor-release area.
- Aeration** → Absence of turning for aeration reduces the release of odor.
- Cover** → Organic pile cover made of wood ash or bark, rather than a manufactured tarp, acts as a second, natural biofilter, with ash and bark being recycled through composting once spent.
- Biofiltration** → Exhaust air is captured and processed through a biofilter of wood/bark from screening process. Naturally occurring fungus and bacteria perform microbial oxidation to remove odiferous particles before air is released to atmosphere.



Appendix

SPACE COMPARISON OF ASP TO WINDROWS

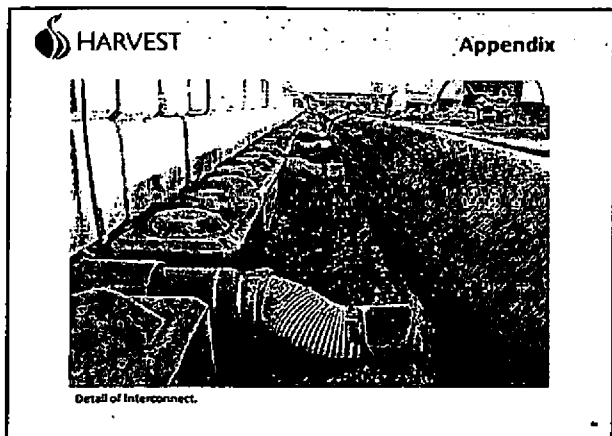
Windrow (feet)	Windrow	Windrow
Height, feet	7	20
Bottom width, feet	18	200
Length, feet	149	149
Top width, feet	4	160
Nominal length, feet	135	109
Cubic feet	10,395	392,400
Cubic yards per pile	385	14,533
Cubic yards per acre	2,900	19,000
Space efficiency	1.0	6.6



Appendix



Negative air pipe connected to blower. Positive air biofilter in the background.



HARVEST Appendix

CASP SUMMARY

- Covered ASPs can more efficiently process organic waste relative to turned windrows
- ASPs have a smaller footprint than windrows of comparable capacity
- No grinding, no turning and over-sized equipment reduces O&M costs and increases efficiency and reliability
- Superior odor control vs. windrows
- Flexibility to handle feedstock materials and bulking agents
- Modular and expandable
- Established technology
- Enhances finished product quality

2010 AUG 17 5PM 11
BOURNE LANDFILL BUSINESS
TOWN CLERK
EDWARD
MODEL WORKING GROUP

MEETING NOTICE

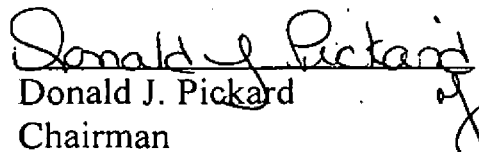
Date
Thursday
August 26, 2010

Time
6:00 P.M.

Location
Bourne Town hall
24 Perry Avenue
Buzzards Bay
Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 7/22/10 and 8/12/10
- 3) ISWM staff update – solar energy
- 4) Presentation – National Grid on taking landfill gas into their natural gas pipeline
- 5) Discussion of future agenda items
- 6) Adjourn


Donald J. Pickard
Chairman

August 17, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

August 26, 2010, 4:00 PM, basement meeting room Town Hall
2010 SEP 30 PM 2 53

Present: Don Pickard, Chairman (BOS), Stanley Andrews (BOH), John Redman (Fin. Com.), Bill Ware (Capital Outlay), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Jim Mulvey (public), Don Chahbazpour (National Grid), Chris Cavanagh (National Grid), Don Uitti (Board of Health).

Attachments: agenda; presentation by National Grid.

The meeting began at 6:00 p.m.

- The approval of minutes from July 22, 2010 and August 12, 2010 meetings was postponed.
- Mr. Goddard noted that Brightfields Development is taking a second look at solar at ISWM. Mr. Schofield noted that the Cape and Vineyard Electrical Coop. (CVEC) is soliciting information from towns for a possible solar development RFP.
- Mr. Goddard introduced National Grid (NG) and noted that ISWM has met with them twice.
- Mr. Chahbazpour and Mr. Cavanagh presented a proposal to take landfill gas from ISWM, refine it and add it to their natural gas pipeline on Waterhouse Road across Route 28.
- NG noted that renewable gas is made from biomass and includes gas from landfills. NG feels renewable gas is good for the environment, reduces the carbon footprint of operations and it is committed to facilitating development within the industry. NG has a project in New York to take gas from anaerobic digestion of biosolids. They also have a project at Fresh Kills Landfill in NY. NG feels Bourne's gas is a good candidate at varying flows from 600 scfm to 2,000 scfm. They would use one of three technologies to cleanup the gas for pipeline insertion. They would also generate a small amount of electricity to use on-site which may require air permitting. The low flow scenario would cost \$5.5 million and the high flow scenario would cost \$12.8 million. No capital investment from the Town is required. They would pay the Town an annual lease of \$60,000 to \$270,000 depending on the quantity of gas, plus they would provide an annual savings on electricity of an estimated \$58,500. NG is seeking an MOU with Bourne and eventual approval with all have to come from the Department of Public Utilities. It would be a 20 year project at a minimum.
- NG also noted that most natural gas comes from the Gulf of Mexico or shale and up to 16% could come from renewable. This project would be the first system in the state.
- Mr. Pickard asked if a case was based on 15 years more of trash. Mr. Goddard said yes.
- Mr. Barrett asked NG what their tolerance for H2S is. NG replied they didn't know yet.
- Mr. Andrews asked what their process required. Mr. Cavanagh said no continuous water is needed. Mr. Andrews noted that waste products would go to the flare; some NOx and Ox would be produced. Mr. Pickard asked if NG would tap into our flare. Mr. Barrett said they would divert the gas prior to the flare, but would still have our flare to use as

needed. Mr. Pickard asked if they would affect the proposal from Plankton Power. Mr. Goddard said that CO2 would still be available for Plankton Power as it would be a contaminant in the pipeline so they could still be a partner. Mr. Cavanagh continued that they would not be a large refinery. Some solvents would be used and they would have capacity at the pipeline on Waterhouse Road to accept our gas. A small amount would be used to generate electricity for a parasitic load.

- Mr. Redman said this would complement Harvest Power's proposal.
- Mr. Pickard asked what ISWM's electrical costs are. Mr. Barrett said about \$39,000 per year. Mr. Goddard noted the biogas from Harvest Power is high quality and could add value to the project. There are multiple models for how a relationship could work.
- Mr. Ware asked how they could spend \$5.5 million. Mr. Cavanagh said design, permitting generation and all other costs. Mr. Chahbazzpour said all costs would be an open book as they are a regulated utility.
- Mr. Chahbazzpour asked how old the landfill is. Mr. Barrett said 1960s and we stopped taking MSW for a while. Mr. Goddard said there are choices to be made about landfill development models that being evaluated by town leaders. He also noted that landfill gas would be exempt from the MA DEP moratorium on combustion, but that he recommended NG confirm their plans with MA DEP. Mr. Cavanagh said gas would be cheaper in the future.
- Mr. Ware asked what the DPU's return on investment is. Mr. Chahbazzpour said about 10%. Mr. Ware asked about a 20-year period and Mr. Barrett said the models are driven by the gas production curves. Mr. Chahbazzpour said they have taken this into consideration. Mr. Barrett also said this shouldn't affect a project by Harvest Power. Mr. Andrews said this could help the Town with air permitting.
- Mr. Goddard noted future agenda items included a meeting with Turning Mill and with GHD/We Care.
- Mr. Mulvey asked what scfm and ghg stood for. Mr. Chahbazzpour said standard cubic feet per minute and greenhouse gases. Mr. Mulvey said the MWRA in Boston uses gas and asked if ISWM would need to increase its intake of MSW. Mr. Chahbazzpour said they looked at a low flow case of 600 scfm where the landfill stops taking MSW. Mr. Mulvey wanted to know who took on liability. Mr. Chahbazzpour said that would fall to NG.
- Mr. Gately asked about feedback from other members of the respective boards on these vendor proposals. Mr. Pickard said BOH is not looking at Harvest Power at this time. ISWM staff is working on a presentation for the joint Sept. meeting. Mr. Goddard noted that he is working coordinating vendor presentations for the September 9th meeting.
- Mr. Ware asked what NG's timetable is. Mr. Chahbazzpour said they are flexible.
- A motion to adjourn was made by Mr. Ware and seconded by Mr. Redman. All in favor.

End

Bourne Landfill Renewable Gas Project

**Town of Bourne Landfill Business Model Advisory Working Group
August 26, 2010**



Donald Chahbazpour
Director, Sustainable Gas Group

Christopher A. Cavanagh, PE
Principal Engineer – Energy Products

Agenda

- Renewable gas background
- Bourne Landfill renewable gas project
- Next steps for the Town of Bourne and National Grid

Renewable gas background

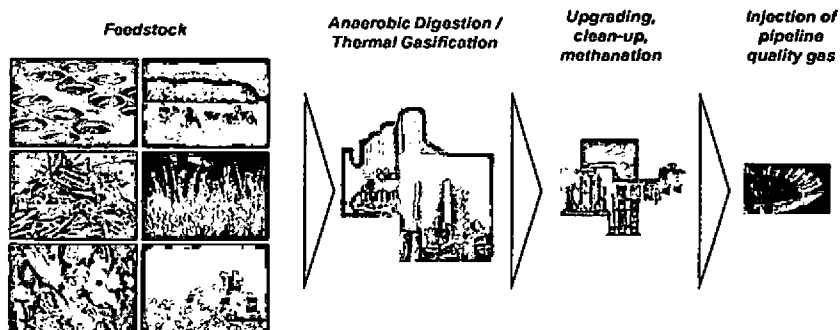
- What is renewable gas?
- Why should renewable gas be considered?
- What is National Grid's role?
 - What is National Grid's vision for renewable gas?
 - How is National Grid working to develop this resource?

Newtown Creek Wastewater Treatment Plant
Fresh Kills Landfill

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What is renewable gas (RG)?

- Pipeline quality gas derived from biomass resources that is injected into the gas distribution network
- Produced from anaerobic digestion (AD) or thermal gasification (TG) of biomass
- Sources of biomass include waste water treatment plants, landfills, wood residues, livestock manure, municipal solid waste, agricultural residues and energy crops



4

Why should renewable gas be considered?

Renewable gas:

- Lowers greenhouse gas (GHG) emissions
- Enhances diversity of supply by providing a local renewable energy source
- Stimulates the local economy and creates jobs
- Provides a solution for local waste by using waste streams as a resource to produce renewable energy
- Is more efficient than using the gas for power generation
- Leverages the existing gas network to deliver a renewable fuel

5

What is National Grid's role?

- National Grid is raising the profile and highlighting the opportunity for renewable gas through education and demonstration projects



- National Grid recently published a renewable gas white paper
- The white paper identified renewable gas as a viable option to achieving a low-carbon economy
- National Grid is committed to stimulating and facilitating the renewable gas industry



Source: NYC Department of Environmental Protection

- National Grid is demonstrating proof of concept with projects like Newtown Creek Wastewater Treatment Plant in Brooklyn, NY

6

**National Grid has over 20 years of
experience capturing and injecting
renewable gas produced from landfills**

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Fresh Kills Landfill

- Renewable gas produced at the Fresh Kills Landfill in Staten Island is purchased by National Grid for delivery to customers
- The project has been in continuous operation for 28 years
- Fresh Kills Landfill produced approximately 1,491 million cubic feet of pipeline quality gas in 2008 – this was enough gas to provide heat to approximately 15,000 homes
- The project reduces annual CO₂ emissions by 78,000 tons – the equivalent of 14,600 cars



9

Bourne Landfill renewable gas project

- Why should the Town of Bourne consider a renewable gas project?
- Is the Bourne Landfill renewable gas project feasible?
 - Renewable gas production, clean-up, and distribution
- What is the initial project design?
 - Process diagram
 - Assumptions
 - Siting issues
- What are the project benefits?
- What are the next steps?

Why should the Town of Bourne consider a renewable gas project?

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- Project objectives
 - Create steady revenue stream to the Town of Bourne
 - Support GHG reduction targets within Massachusetts Governor Patrick's "Leading by Example" Initiatives
 - Build the first renewable gas system in Massachusetts using the latest commercially available equipment
- Project benefits
 - Provide cost-effective green energy for National Grid's customers
 - Support technology development within Massachusetts
 - Encourage and attract private investment in future projects
 - Provide a factual basis for Massachusetts to consider developing incentives for renewable pipeline gas

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The Town of Bourne has several options with respect to operation of the landfill, each have implications for renewable gas production potential

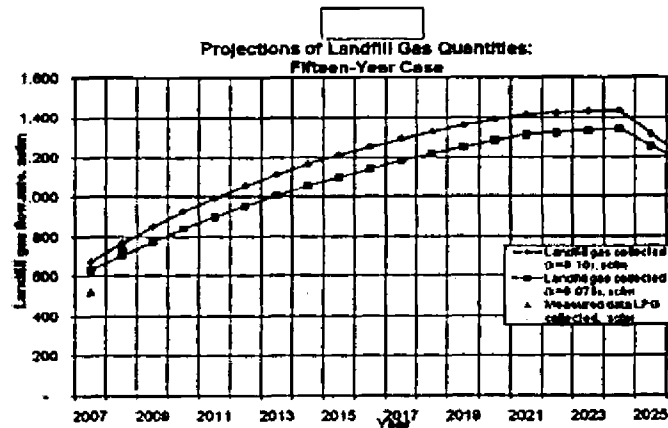
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	Assumptions	Time	LFG Production
Base Case → Case 1	Landfill remains open, accepts MSW Electricity provided by generators, 550kW	15 years	1,200 scfm
Case 2	Landfill remains open, accepts MSW and additional supply (Harvest Power, Novogy, Algae to energy, etc.) Electricity from the power grid, NStar	15 years	2,000 scfm
Case 3	Landfill remains open, accepts MSW and additional supply (Harvest Power, Novogy, Algae to energy, etc.) Electricity provided by generators, 900kW	15 years	2,000 scfm
Case 4	Landfill no longer open for MSW and bio-degradable material Electricity provided by generators, 300kW	20 years	600 scfm

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Renewable gas production at Bourne Landfill is viable even in the worst case, Case 4 - 600 scfm landfill gas input

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Clean-up technology is commercially available

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- There are at least three commercially available and mature technologies

Pressure swing absorption



Air Liquide® System

Water wash



Greenlane Biogas Upgrading System

Molecular Gate



Gulld Associates

14

Distribution pipes are adjacent to the landfill and have sufficient take-away capacity

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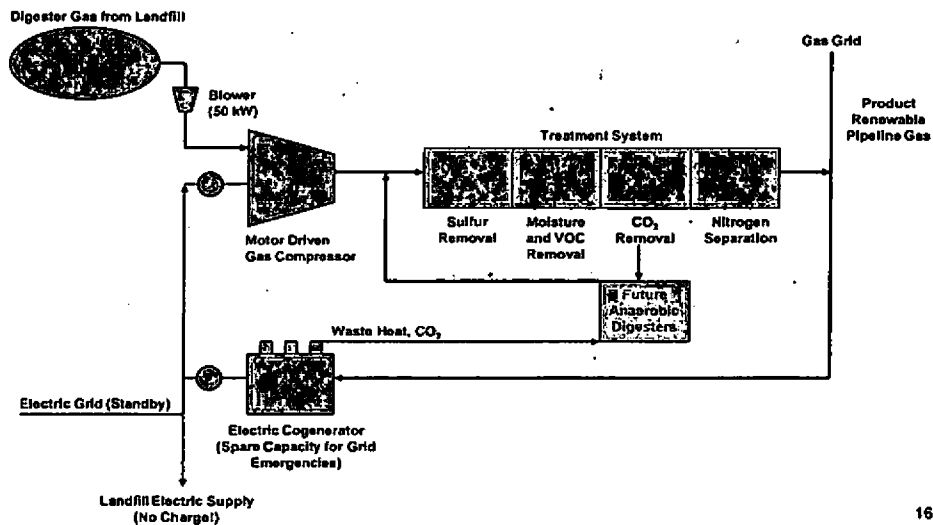


- Potential outlet gas main tie in
- Natural Gas 60 psig main
- - - - - Natural Gas 270 psig main
- 22 kV electric service
- Leachate return

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Initial project design
Process diagram

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Major assumptions

- National Grid owns and operates the gas clean-up system
- The smallest "worst case" system, Case 4 - 600 scfm is presented
- 1,200 scfm and 2,000 scfm cases are also analyzed as there is potential for additional gas production sources to materialize
- Initial analysis indicates that nitrogen levels in the landfill gas are manageable
- All electricity generated is used on-site and none is exported
- National Grid will seek a regulated return on its investment – the project will require DPU approval

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Siting issues

- Air permits and stack issues:
 - Boute Landfill project will require a stack for thermal oxidizer exhaust and engine exhaust
 - An electric generation project will require a stack for engine or micro-turbine exhaust
 - Emissions of NO_x, CO, SO_x, particulates, and UHC will be controlled to below levels requiring offsets
- Stack height will be below 50 feet – there are no adjacent tall structures and exhaust will sufficiently disperse
- Building permits will be required
- There is no liquid waste stream from a renewable gas project – some water recycle from moisture knockouts
- There is no solid waste stream from a renewable gas project
- Electrical interconnection agreement with NStar will be required

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Project summary

	Worst Case – 600 scfm	Best Case – 2000 scfm
Project cost (\$)	\$5.5 million	\$12.8 million
Pipeline gas injected (MMBTU/year)	102,177	338,851
GHG reductions (tons/year)	6,130	20,330

- There is no capital cost to the Town of Bourne

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Project benefits

Estimated revenue to the Town of Bourne

- Land lease annual payments:
 - \$ 60,000 for 600 scfm input system
 - \$ 100,000 for 1,200 scfm input system
 - \$ 270,000 for 2,000 scfm input system
- Electrical energy at no cost to Bourne Landfill:
 - \$ 58,500 – all cases
- Additional revenue streams:

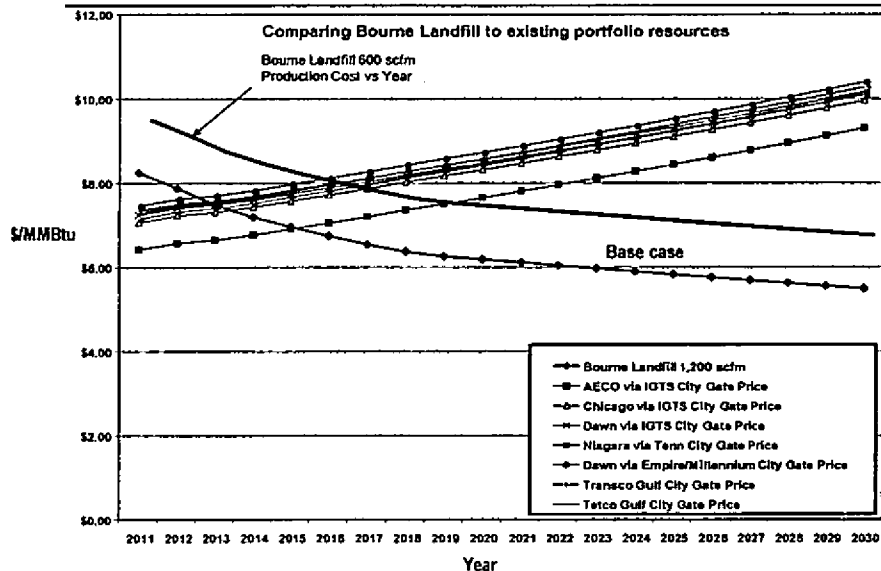
National Grid plans to engage regulators in order to receive additional project incentives. There is potential for additional revenue for the Town of Bourne contingent upon the outcome of these discussions.

EXAMPLE Revenue Stream for Case 4 600scfm, 300MMscf/yr input	
Pipeline gas exported (MMBtu/Year)	102,177
Annual lease payments	\$60,000
Free annual electric for landfill	\$58,500
Incentive	TBD
TOTAL ANNUAL REVENUE	\$118,500
	\$0.395/Mcf raw gas

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RG can be cost competitive with traditional supply sources

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Summary of project benefits

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- There is no capital cost to the Town of Bourne
- Provides a low-risk revenue stream to the Town of Bourne
- Encourages third party investment in future renewable gas projects – resulting in economic development across Massachusetts
- Supports GHG reduction initiatives within Massachusetts

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Next steps for the Town of Bourne

- Draft a Memorandum of Understanding agreeing to pursue next steps with the ultimate goal of implementing a commercial demonstration project
- Identify critical issues and next steps
- Build a framework within Bourne for cooperative interaction
- Work towards a firm proposal to design, build, and operate the renewable gas project

National Grid is flexible and willing to adapt to meet mutually respective interests

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Next steps for National Grid

- Seek internal National Grid approval
- Conduct additional gas quality sampling and analysis
- Prepare schematic design in cooperation with the Town of Bourne
- Negotiate and seek approval for a sole-source contract between the regulated natural gas utility and the Town of Bourne

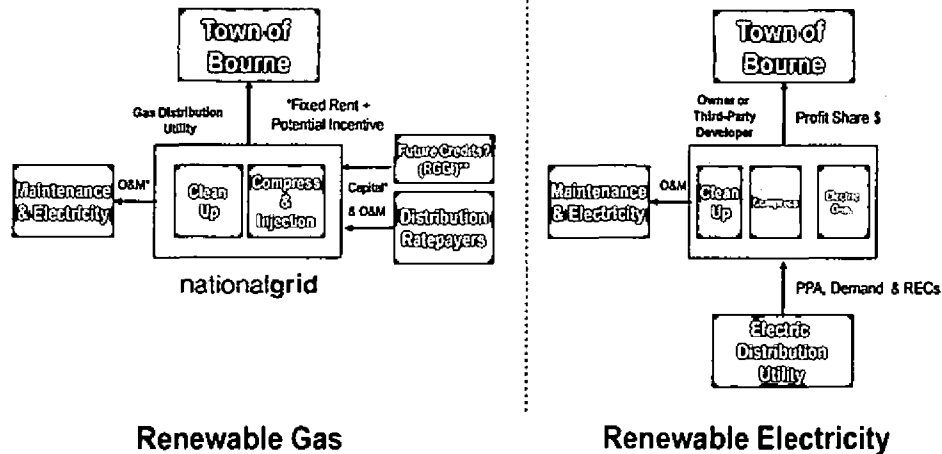
Once a contract is in place:

- Seek DPU approval
- Develop and issue bid documents with the Town of Bourne for engineering, design, and construction
- Initiate detailed design and construction
- Operation (20 years)

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Appendix: Landfill gas recovery options renewable electricity vs. renewable gas

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* To be proposed. Requires DPU approval

** See 310 CMR 7.70 "Massachusetts CO2 Budget Trading Program" 310 CMR 7.70(10)(e)1 Landfill Methane Capture and Destruction

Appendix: Comparison to electric generation case example

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1,000 kW Capstone Microturbine Electric Generation Only – Basis "Feasibility Study of Microturbine Options"

- Compression power must be accounted for: 75 - 80 psig required for Capstone microturbines - without cogeneration (heat recovery), efficiencies are <30% when compression power to 70psig turbine inlet is accounted for
- Bio-spark fuel treatment auxiliary power accounted for
- Capital cost for equipment estimated at \$1.687 million. Proforma installed cost of \$2.0 million appears understated
- Ambient temperature significantly effects gas turbine outputs
- Degradation in heat rate and kW output
- Back-up power cost needs to be considered

Appendix: Comparison of a RG facility to electric generation - production

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"Worst Case" Scenario (600 Scfm Landfill Gas, 300MM scf/yr)

PERFORMANCE	Electric	Renewable Gas
Landfill gas flowrate, scfm	600	600
Raw gas heat content, BTU /scf	500	500
Energy capacity, MMBTU/ hr	18	18
Conversion efficiency	12,000 Btu/kWh	92%
Plant capacity	1,500 kW	16.6 MMBTU/hr
Plant auxiliaries (electric)	200 kW	300 kW
Plant auxiliaries (gas)		3.6 MMBTU/hr
Net hourly output	1,300 kW	13.0 MMBTU/hr
Availability	90%	90%
Annual energy exported	10,249 MWH/yr	102,177 MMBTU/yr
Energy Value (w/o incentive)	\$666,185@ \$0.065/kWh	\$740,783/yr @ \$7.25/DTH

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Appendix: Comparison of a RG facility to electric generation - economics

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BASIC ECONOMICS (600 scfm)	Electric	Renewable Gas
CAPEX	\$ 3,500,000	\$ 5,500,000
AMORTIZATION @11% WCC, 20YR	\$ 439,515	\$ 690,666
Unit Price, \$	\$ 42.88 / MWh	\$ 6.76 /MMBtu
OPEX, \$ / YR (Includes \$60k lease for RPG)	\$ 316,230	\$ 220,000
Unit Price	\$ 30.85 / MWh	\$ 2.15 / MMBtu
TOTAL COSTS	\$ 755,745	\$ 910,666
IMPLIED PRICE OF COMMODITY	\$ 73.74 / MWh	\$ 8.91 / MMBtu
MARKET	\$ 70.00 / MWh	\$ 7.30 / MMBTU
UNIT PRICE LOSS, NO INCENTIVE	(\$ 3.74 / MWh)	(\$ 1.61 / MMBTU)
INITIAL DEMO INCENTIVE	\$ 30.00 / MWh ⁽¹⁾	TBD
MARKET WITH INCENTIVE	\$ 100.00 / MWh	TBD
UNIT PRICE PROJECT REVENUE WITH INCENTIVE	\$ 26.26 / MWh	TBD
REVENUE to BOURNE	\$ 269,000 (includes subsidy)	\$ 118,500 (w/out regulatory incentive)
Unit Revenue (\$/ Mcf raw gas)	\$ 0.897	\$ 0.395
Project Revenue = Unit Price x Output		Lease (\$60k) + Electric Savings (\$56.5k)

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2010 SEP 3 PM 1 17

**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

MEETING NOTICE

AMENDED

Date

Thursday
September 9, 2010

Time

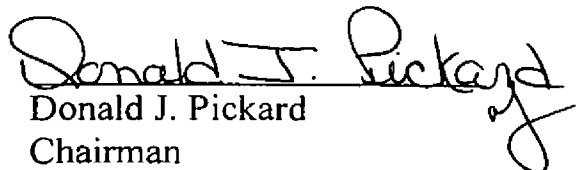
6:00 P.M.

Location

Bourne Town hall
24 Perry Avenue
Buzzards Bay
Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 7/22/10; 8/12/10; 8/26/10
- 3) Presentation – Turning Mill on gasification of wood waste to produce biodiesel and industrial waxes
- 4) Presentation – GHD/WeCare on gasification technology to dry biosolids
- 5) ISWM staff update – Planning activities for joint BOS, BOH, FC, EAC, CO meeting in mid-September - Possible Vote
- 6) Discussion of future agenda items
- 7) Adjourn


Donald J. Pickard
Chairman

September 1, 2010

SEP 1 PM 1 04
TOWN CLERK'S OFFICE

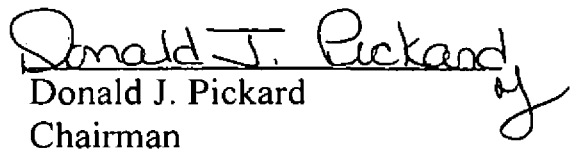
BOURNE LANDFILL BUSINESS MODEL WORKING GROUP

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Thursday September 9, 2010	6:00 P.M.	Bourne Town hall 24 Perry Avenue Buzzards Bay Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 7/22/10; 8/12/10; 8/26/10
- 3) ISWM staff update – Planning activities for joint BOS, BOH, FC, EAC, CO meeting in mid-September
- 4) Presentation – Turning Mill on gasification of wood waste to produce biodiesel and industrial waxes
- 5) Presentation – GHD/WeCare on gasification technology to dry biosolids
- 6) Discussion of future agenda items
- 7) Adjourn


Donald J. Pickard
Chairman

September 1, 2010

BOURNE LANDFILL BUSINESS
2010 AUG 17 MODEL WORKING GROUP

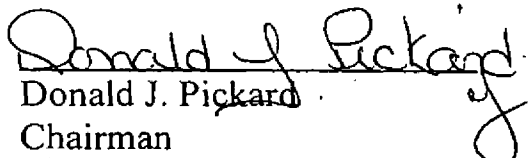
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Donald J. Pickard
Chairman

August 17, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

September 9, 2010, 4:00 PM, basement meeting room 2010 SEP 10 PM 2 53

Present: Don Pickard, Chairman (BOS), Stanley Andrews (BOH), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier), Jim Mulvey (public), Wes Gregory (We Care Holdings), Allen Giles (Turning Mill Energy) Richard Heien (MaxWest), Mike Nichols (We Care Technology Group), Jeff Health (GHD)

Attachments: agenda; presentation by Turning Mill Energy; presentation by We Care Organics/GHD/Max West; detailed response to vendor questions by We Care Organics/GHD/Max West; site map showing potential areas of development.

The meeting began at 6:00 p.m.

- Approval of minutes for July 22, 2010, August 12, 2010, August 26, 2010 was postponed until September 23, 2010.
- Mr. Pickard noted that recommendations will come from the Working Group to the participants of the joint BOS, BOH, FC, EAC meeting on September 14th.
- Mr. Giles made his presentation. He noted that they are a local business that whose team experience in biofuels. They have projects under development involving MSW gasification in NY and the Caribbean. They also develop solar energy projects. He quoted MA DEP saying that gasification has the greatest potential for energy production. His proposal is to take organic refuse derived fuel (mainly C&D) and to gasify it into syngas (CO and H). The syngas would then be converted through chemical conversion process to wax which then can be processed into industrial grade waxes, green diesel and naphtha. He would then use tail gas, hydrogen, to produce electricity to supply the parasitic load.
- Mr. Giles proposes a 100 ton per day facility on 6-8 acres of developable land. He would need natural gas for start-up, water and a scale. The Town would be compensated through a site lease and a per ton host fee. There is also the possibility of supplying the Town with diesel fuel and surplus electricity. Eventually, this process could be converted to handle MSW with an up-front materials recovery facility (MRF). Permitting would involve MA DEP, MA DOR (Department of Revenue), EPA and the Cape Cod Commission.
- Mr. Ware asked where he would acquire the feedstock. Mr. Giles said there are seven C&D processing facilities in MA that have supplies of wood. Mr. Ware asked about the capital cost. Mr. Giles said approximately \$90 million with 30% from equity and 70% in debt through a guaranteed USDA loan. Mr. Ware noted they would provide feedstock and asked about the tonnage limit at the site. Mr. Goddard said overall ISWM can manage 825 tons per day in various ways. Mr. Pickard noted that the processors would prepare the wood and that it may take MSW someday and asked about acreage needs. Mr. Giles said about 7 acres. Mr. Goddard said ISWM does not have a natural gas line, but that a line is across the street or they could use landfill gas. Also, the site has a fire suppression system in place.


- Mr. Pickard asked about estimated income. Mr. Giles said they are looking for an RFP to make a detailed proposal. Mr. Ware asked about the number of jobs and Mr. Giles said about 35 high-paying jobs.
- Mr. Gately asked if this would go onto the 25 acres. Mr. Pickard said yes.
- Mr. Barrett asked what metal would be used in the gasification process. Mr. Giles said cobalt with a lime cleanup. Mr. Barrett asked about the parasitic load and Mr. Giles said about 5-6 MW. Mr. Ware noted he would have to raise \$25 million. Mr. Giles said he has pledges already.
- Mr. Goddard noted that he will endeavor to get the vendor checklist filled out by all the vendors that haven't to date.
- Mr. Heath introduced the team of GHD/We Care/MaxWest. He made his presentation and noted the goal is to support Bourne's efforts. The propose using MaxWest's gasification system to take organic materials and produce syngas, thermal energy and a mineralized ash that can be beneficially reused. He noted that there is an opportunity for a phased approach which would take biosolids first, then add liquid wastes, fats oils and greases and possibly transition to MSW with a pre-processing step later. He noted that incineration of biosolids will soon have to meet new air regulations requirements similar to what SEMASS operates under and that would increase the cost for managing biosolids. He pointed out that their proposal could work within the existing infrastructure, possibly take advantage of the landfill gas, won't compete with the wastestreams going to the landfill and is modular and expandable.
- Mr. Heath noted that in MA gasification is approved for biosolids but not for MSW at this time. It's a fully enclosed system with mitigation for odors and has low emissions. The project would be privately financed, owned and operated. We Care has wastestreams under contract right now that could provide feedstock and it's a proven technology with a facility operating in Sanford, FL. They would need about 80 tons per day and about one acre of land.
- Mr. Pickard asked is the ash is similar to SEMASS' and Mr. Heath said no. Mr. Andrews asked if it were like fly ash and Mr. Gregory said it could be used as a soil amendment. Mr. Andrews noted they would need about 5 tons per day of landfill space for the ash. Mr. Gregory said that 80 tons per day is profitable and they wanted to walk before they ran. He also said they would compensate the Town via a lease agreement and a host fee. Mr. Ware asked about the capital cost and number of employees. Mr. Gregory said about \$5-10 million and 4-7 employees.
- Mr. Pickard asked about trucks on site. Mr. Gregory said there may be some storage of dump trailers. Mr. Barrett asked about odor control and a biofilter. Mr. Gregory said air is captured and fed back into the system. Mr. Andrews asked if biosolids were covered by the site assignment and Mr. Barrett said no and the BOH would need to approve it. Mr. Nichols said that the ash could be used as daily cover. Mr. Andrews discussed that revenues would come from the tip fees. Mr. Pickard asked about who shipped the material and Mr. Gregory said We Care would deliver the waste. They had already done a project for Falmouth by removing 12,000 tons of sludge. He noted that biosolids command a premium price and that it is fairly steady.
- Mr. Pickard said he spent three hours with the ISWM staff and Mr. Aronson to organize the presentation for 9/14 and to prepare recommendations for the Working Group. He

asked for votes on recommendations. Mr. Mulvey suggested a matrix to compare vendors. Mr. Andrews noted that the BOH wants to wait for a specific proposal.

- Mr. Pickard asked for a motion to recommend
 - To defer development of solar at the landfill until there is more area created from filling the landfill
 - To review the proposal from Plankton Power once the engineering work has been done
 - To organize a joint forum with the Cape Communities and possibly other Tier I, off-Cape communities, to discuss options for their contracts and to get feedback
 - To defer decisions on utilizing the landfill gas until air permitting requirements are more clear to query National Grid in much more detail
 - To develop an RFP for the 5.73 and 1.1 acre parcel at the southern end of the ISWM facility or any portion thereof.
- Mr. Ware so moved the motion which was seconded by Mr. Schofield. All were in favor.
- Mr. Goddard noted that the 9/23 meeting would look at future agenda items, approval of minutes and review of the 9/14 meeting.
- Mr. Ware made a motion to adjourn, seconded by Mr. Schofield. All in favor.

End

Integrated Renewable Products & Fuel Processing Facility



Turning Mill Energy, LLC

September 9th, 2010

Project Development Team

- Turning Mill Energy, LLC (TME)
 - is organized to develop, design, engineer, and implement renewable energy technologies throughout the US and Caribbean
 - Offices in Sandwich, MA & Franklin, MA
 - Partners are all area residences
 - D&B number: 829567697

Experience

- Currently engaged in development projects for Waste Gasification to Electricity and Fuels; NY and Caribbean
- Implemented many solar solutions throughout the region
- Engaged in multiple wind development projects in the northeast; Boston Harbor, RI, MMA
- Management team has engineering, project management and business development experience
 - MMA, UMASS, Johnson & Wales and Bridgewater State graduates

Implementation of Waste Management Technologies

From a life-cycle net energy perspective, ... *gasification* and pyrolysis facilities have the most potential for energy production at about 660 kWh per ton, followed by modern waste to energy incinerators at 585 kWh per ton, and then anaerobic digestion, and land filling.

Assessment of Materials Management Options for the Massachusetts Solid Waste Master Plan Review, December 2008

Proposed Facility – Gas to Liquids

- Renewable Products & Fuels Processing
 - Feedstock: Organic Refused Derived Fuel; ORDF
 - Process
 - One: ORDF is received and gasified to produce Syngas
 - Two: Syngas is turned into Wax
 - Three: Wax is processed into:
 - Industrial Grade Waxes – 50%
 - Green Diesel – 30%
 - Naphtha – 20%

Inputs, Outputs and Waste Streams; ORDF

- Organic Refused Derived Fuel
 - The biomass recycled from Construction & Demolition Waste
 - Currently shipped out of state to be reprocessed, burned or land filled
 - To be received by truck from the regional Recycling Centers throughout the Northeast
 - Product receives a Beneficial Use Determination (BUD) from the MA EPA

Inputs, Outputs and Waste Streams; Syngas

- The Gasification process produces;
 - Syngas; Hydrogen and Carbon Monoxide, similar to landfill gas
 - Inert slag; which is crushed and sold for road aggregate
 - The syngas cleaning process produces waste which is mixed back in with the ORDF for gasification

Inputs, Outputs and Waste Streams; Wax and Fuels

- The Wax cracking process produces;
 - Industrial Grade Waxes
 - High temperature, Food grade and Cosmetic grade
 - Examples of uses;
 - High temp - adhesives
 - Food grade - wax paper & cardboard
 - Cosmetic grade - candle wax & personal care products



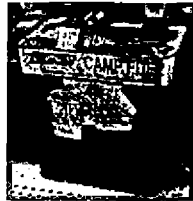
Inputs, Outputs and Waste Streams; Wax and Fuels

- The Wax cracking process produces;
 - Green Diesel
 - ASTM standard for #2 diesel and or Jet Fuel
 - MA standards for renewable fuels produced from recycled waste streams



Inputs, Outputs and Waste Streams; Wax and Fuels

- The Wax cracking process produces;
 - Light Naphtha
 - Example of uses;
 - cosmetic products
 - camping fuel
 - lighter fluid



Inputs, Outputs and Waste Streams; Wax and Fuels

- The Wax cracking process produces;
 - Tail Gas - Hydrogen
 - Hydrogen extraction process
 - Hydrogen will be used as fuel to produce energy to handle the parasitic load for the facility
 - Does not need to be qualified as renewable energy facility to be financially viable project
 - Opportunity to qualify as renewable power because of co-generation requirements of the processing facility as identified in the Alternative Renewable Portfolio

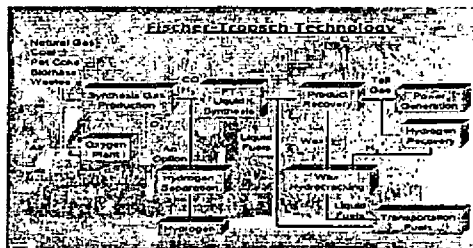
Technology - 100 TPD G2L Facility

- Feedstock Handling
 - 1000 T of enclosed storage for 10 days feedstock
- Gasification
 - Fluidized bed; used throughout the world for gasifying biomass
 - Syngas cleaning system
- Fischer-Tropsch system for producing wax
 - Cracking system for production of industrial grade products and fuels
 - Product storage; above ground heated tanks and pressurized tanks
- Steam & Electrical power generation equipment
- Offices and Testing lab

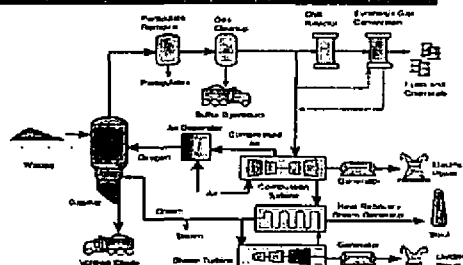
Who's Doing This?

- Sasol Chevron; joint venture using stranded natural gas to produce waxes and fuels
- Shell Middle Distillate Synthesis; 1200 barrels per day of various diesel products using natural gas
- Syntroluerm; waste coal and natural gas to jet fuel
- UPM (Finland); using paper pulp to jet fuel
- Choren Industries (Germany); using tree farm biomass and residues for diesel fuel, joint venture with Shell and Volkswagen

Process Overview



Process Diagram



Site Requirements

- Six - Eight acres of raw land
 - Not on capped landfill site
 - Land with site assignment not required, but would give both organizations future feedstock and tip fee opportunities if available
- Access to natural gas; for start up purposes
- Water; steam generation, potable
- Access to truck scale

Permitting

- Cape Cod Commission
- MA EPA; Site Work, BUD and Air Permits
 - Air permit application required for each process stage; less than 100 TPY total emissions
- US EPA & MA DOR; fuels processing & sales permits
- Town of Bourne
 - Building and operations permits
 - Fire suppression permit

What In It for Bourne?

- Host fee;
 - Feedstock and finished products delivery trucks
 - Estimated 12 truck load per day, 3000 PY
- Long term land lease; Ten year minimum with (2) five year options
- Other opportunities open for discussion; surplus electricity and or diesel fuel

Opportunities for Bourne



- Increase in receiving C&D waste volume to increase tip fee revenues
 - Leverage existing infrastructure to recycle C&D
 - Attractive tip fees to compete with existing Recycling centers
 - Below market cost for transporting waste
 - Agreement with TME to take non-revenue generating waste streams from C&D recycling efforts; no transportation costs
 - Additional biomass waste streams can be handle by TME; yard waste, seaweed

Future Opportunities

- Material Recycling Facility;
 - Automated MRF to handle MSW
 - Additional tip fees at competitive rates
 - Revenues from Recycling
 - Increased volume in tip fees
 - Recycling of metals, glass and plastic
 - Biomass to TME for gasification
 - Reduce landfill intake by 90%
 - Extend the useful life of the landfill



Our Goal

- Develop a symbiotic relationship with the Town of Bourne which provides both organizations the ability to leverage its resources to provide alternative solutions to waste management which will be of benefit to the Cape and South Coast communities.





Sustainable Solutions for a Changing World: Integration of Waste Conversion Technologies

Bourne Landfill Business Model
Working Group
September 9, 2010




Outline of Presentation


- Introduction of Team Members
- WeCare Organics Overview
- MaxWest Environmental Systems Overview
- GHD Inc. Overview (formerly Stearns & Wheler)
- Proposed Technology - MaxWest Gasification
- Applicability to the Town of Bourne
- Site Requirements (Typical Layout) & Synergies
- Available Waste Streams
- Regulatory Considerations
- Risk Mitigation
- Questions & Answers




Team Introduction



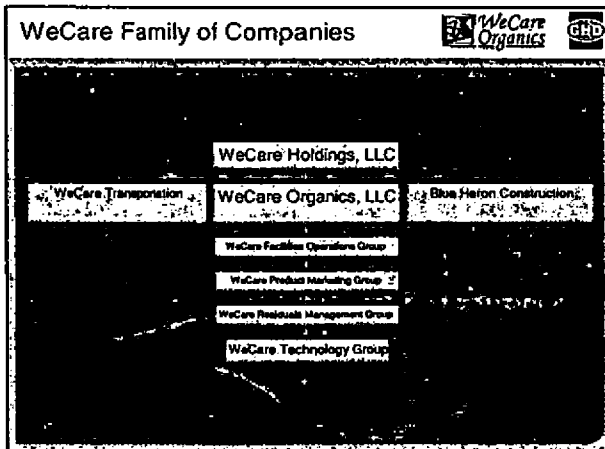
Jeffrey LeBlanc - President
Michael Nicholson - Senior V.P.

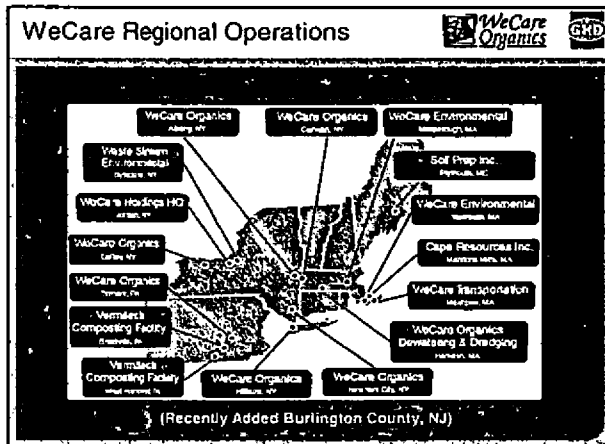


Jeffrey Heath - Principal Manager
Waste Management



Richard Heien - Senior Project Manager





WeCare Family of Companies

- 2,500 Tons/Day of Biosolids Under Contract
- 4,000 Tons/Day of Solid Waste Under Contract
- 13 Biosolids/Residual Management Facilities
- Over 450,000 Tons of Class A Biosolids Products Sold in 2009
- Rolling Stock: 110 Tractors, 270 Walking Floor Trailers, 75 Dump Trailers
- Full-Service Mobile Dewatering, Dredging and Digester Cleanout

MaxWest Environmental Systems



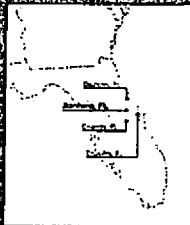
Company Roots Established in 1997 (Canada)

Initial Focus on Pulp and Paper Industry

Diversified with Other Feedstock Beginning Around 2000

First Commercial Biosolids Gasification Facility in the U.S. (2008)

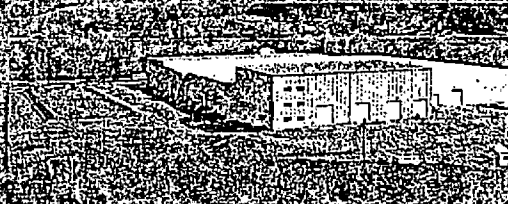
Technology Description to Follow



GHD Inc.

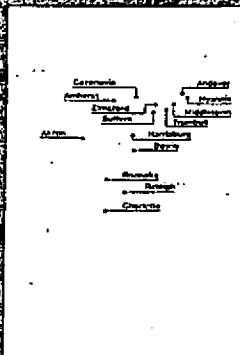


Innovative Solid Waste Management Solutions



(Moving Beyond Traditional Management Options)

GHD Inc. East Coast Office Locations



GHD Inc.



Alternative Disposal Technologies

- Organics Diversion / Recycling
- Biosolids Processing
- MSW Co-composting
- Anaerobic Digestion
- Thermal Conversion



Team Goal



Integrate a waste management system that will support the Town of Bourne in their efforts to sustain a long-term, reliable, and environmentally safe waste disposal option for Town residents and for the Town's landfill customers.

Technology Description



MaxWest Gasification System ...

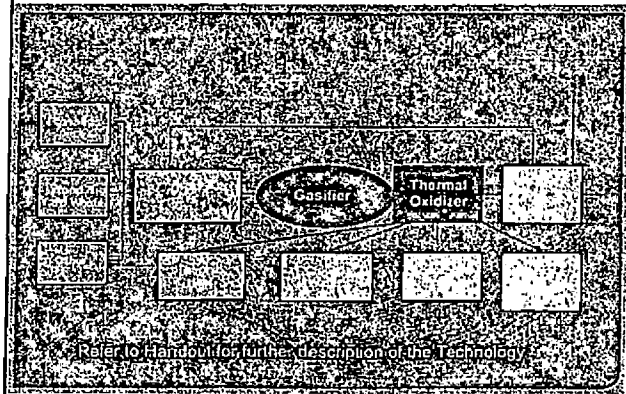
Gasification Basics



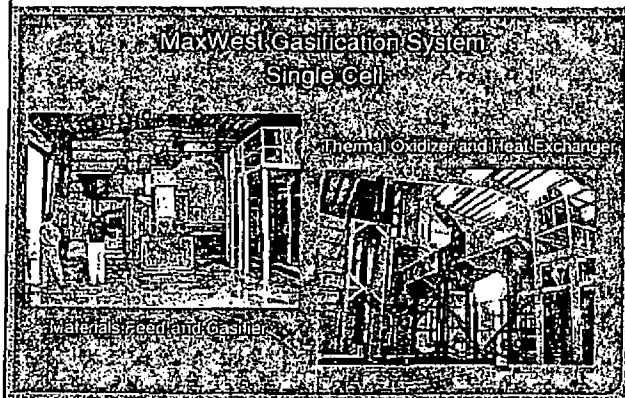
What is Gasification?

- A process that converts energy contained in organic matter (biomass, biosolids, etc.) into various gases in an oxygen-starved, low-temperature, controlled environment (*different from incineration*)
- Modern adaptation of a technology that is over 300 years old
- The products from the gasification process are:
 - Syngas (CO , H_2 , CH_4)
 - Thermal Energy
 - Inert, Inorganic Mineralized Ash (may be beneficially reused)

Gasification System Flow Diagram



Sanford, Florida WWTP



MaxWest Gasification Systems



Design Features

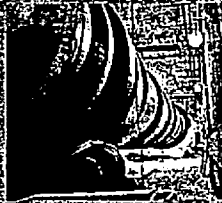
- Systems Are "Scalable" and Easily Expandable
- Systems Are "Modular"
- Produces "Renewable" Thermal Energy
- "Renewable" Electric Power Capability in Some Instances
- Capable of Utilizing Methane from Anaerobic Systems (digesters, landfill, etc.)

Applicability to the Town of Bourne



Opportunity for a "Phased" Approach

1. Biosolids Gasification
2. Biosolids Plus Other Feedstock (e.g. liquid waste, fats, oils & greases)
3. Transition to MSW with a Pre-Processing Step



Market Opportunity



On April 30th, the USEPA released a proposed set of rules addressing the regulation of commercial and industrial incinerators and boilers under the Clean Air Act (CAA) (NACWA, 2010). The proposed rules impact the management of sewage sludge, amongst other materials, by clarifying what is defined as solid waste and what is not. The USEPA is not proposing to change the definition of solid waste; rather, the Agency is proposing that sewage sludge generated from POTWs, and when combusted, be classified as a solid waste and subject to the CAA Section 129 requirements.

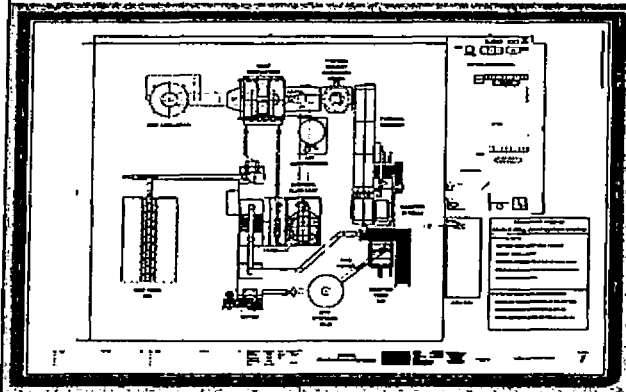
(Immediate impact to sludge incineration facilities in New England)

Site Synergies



- Existing Infrastructure
- Landfill Gas
- Start with "Non-competing" Waste Streams
- Modular / Expandable

Gasification Process Overview



Available Waste Streams



- Biosolids
- Liquid Waste
- Yard Waste
- Fats, Oils & Greases
- Food Waste
- Municipal Solid Waste



Regulatory Considerations in MA



- Approved for Use with Biosolids
- Thermal Conversion Currently Considered as "Combustion" by MassDEP for MSW (not yet challenged)
- Very Low Air Emissions
- Fully Enclosed – Odor Controls
- No Liquid Waste Streams
- Energy Recovery and Use
- Residual Byproduct (Ash) May Be Beneficially Reused as a Soil Amendment

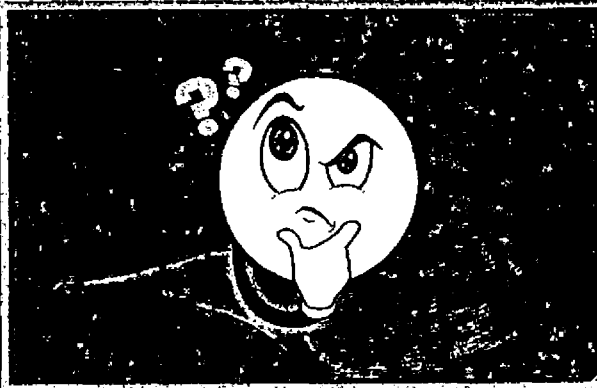
Risk Mitigation Measures

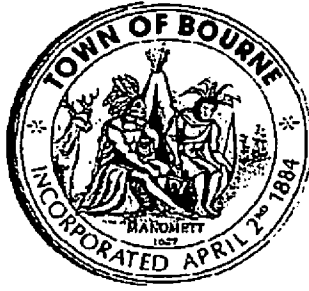


- Privately Financed, Owned and Operated
- Non-competing Revenue Stream
- Local Team Presence – Currently Operates Facilities in Massachusetts
- Waste Currently Under Contract
- "Small" Facility Footprint
- "Proven" Technology

(Come Visit Sanford, Florida)

Questions & Answers





PROPOSED WASTE CONVERSION TECHNOLOGY FOR THE TOWN OF BOURNE, MASSACHUSETTS

Presented by:



September 9, 2010

TABLE OF CONTENTS

<u>Description</u>	<u>Section No.</u>
Vendor Name and Contact Information	1
Description of Proposed Technology	2
Requirements for the Bourne Integrated Solid Waste Management (ISWM) Site	3
Potential Nuisance and Environmental Impacts	4
Permit Requirements	5
Protection of the Town from Project Risk	6
Reference Facility	7

SECTION 1 – Vendor Name and Contact Information

The technology is being offered by WeCare Organics, LLC in association with MaxWest Environmental Systems and GHD Inc. (formerly Stearns & Wheeler, LLC).

1. WeCare Organics, LLC
9289 Bonta Bridge Road
Jordan, New York 13080
Phone: (315) 689-1937
Mr. Jeffrey J. LeBlanc, President
Mr. Michael Nicholson, Senior Vice President, WeCare Technologies
www.wecareorganics.com

2. MaxWest Environmental Systems
114 West First Street
Sanford, Florida 32771
Phone: (800) 730-1143
Mr. Ross M. Patten, CEO
Mr. Richard Heien, Technical Manager
www.maxwestenergy.com

3. GHD Inc.
1545 Iyannough Road
Hyannis, Massachusetts 02601
Mr. Jeffrey H. Heath, P.E., Principal Manager – Waste Management
Direct Phone: (315) 679-5769
www.ghd.com/usa

WeCare Organics, LLC (WeCare), in association with MaxWest Environmental Systems and GHD Inc., is pleased to offer the MaxWest Gasification Technology for consideration by the Town of Bourne for integration with the Town's existing program.

WeCare was founded by Jeffrey J. LeBlanc and C. Wesley Gregory, III as the residuals management company of WeCare Holdings, LLC (WeCare Holdings), a full-service agricultural and environmental management company. In 2000, the company was incorporated in the State of New York as a limited liability company and has become an active member of the Solid Waste Association of North America (SWANA), the Water Environment Federation (WEF), and the United States Composting Council (USCC).

WeCare is headquartered at their transportation center in Jordan, New York, and also maintains offices and projects throughout New England, including Agawam, Marlborough, Pembroke, and Marstons Mills, Massachusetts; and Plymouth, Maine. The local presence and knowledge of both WeCare and GHD



allow us to provide first-hand knowledge of the issues and challenges associated with waste management practices in Massachusetts and Cape Cod.

WeCare is organized into four operating groups:

- WeCare Technology Group;
- WeCare Facility Operations Group;
- WeCare Residual Services Group; and the
- WeCare Product Marketing Group

WeCare is the largest marketing firm of biosolids-based products in the United States.

In addition, WeCare Transportation, LLC (WCT) is a full-service transportation company specializing in municipal solid waste, water/wastewater services, bulk compost, bulk agricultural products, and other transportation needs. WCT manages over 8,000 tons of municipal solid waste (MSW) and residual waste a day. Additionally, WCT manages three transfer stations located in Yarmouth and Mashpee, Massachusetts; and Canaan, New York. WCT has agreements with approximately 25 subcontract haulers that transport exclusively to WCT

A list of references for all WeCare operating groups may be obtained upon request.



SECTION 2 – Description of Proposed Technology

A. Facility Inputs

- Wastewater Sludge – Maximum 80 wet tons/day for a single unit
- Liquid Waste – Varies
- Fats, Oils, and Greases – Varies
- Yard Waste – Varies
- Municipal Solid Waste – Minimum 80 tons/day up to 400 tons/day based on site availability

B. Facility Product Streams

- Syngas (energy)
- Electricity if BTU content is sufficient in the feedstock

C. Residual Waste Streams

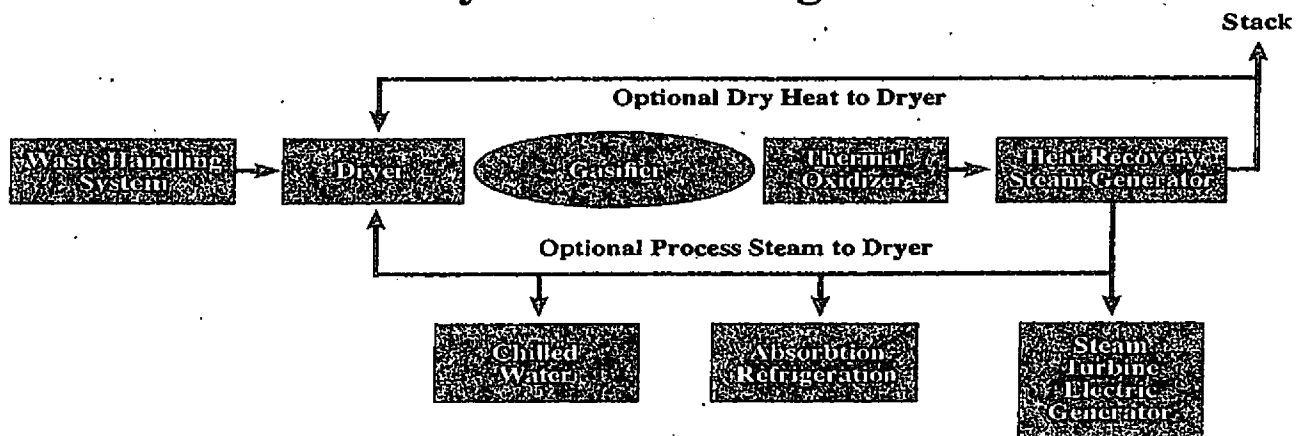
- Inert Ash – Approximately 5-10% of the original feedstock by weight and may be beneficially reused as a soil amendment

D. Nature of Process Flow and Equipment to be Installed

Technology Description

The MaxWest System integrates five main components, discussed below, to convert waste products (feedstock) into energy and inert ash. The system is modular, engineered to fit the scale of each particular application, expandable to meet future growth, reliable, and durable. It is designed to be installed at wastewater treatment plant sites with less than a one-acre footprint, eliminating the costs and environmental negatives of off-site transportation.

System Flow Diagram

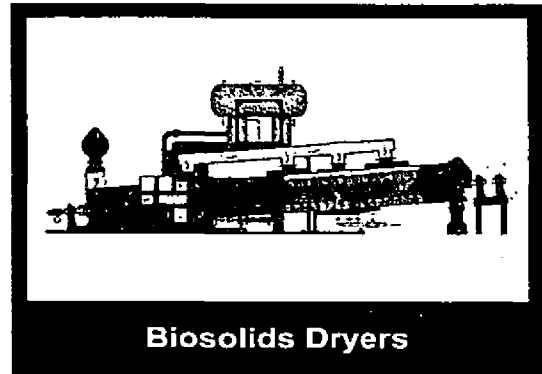


Dewatered Sludge Storage / Processing

Dewatered sludge or "cake" will be conveyed directly into the biosolids wet feed bin(s) for temporary storage. The cake will then be conveyed into the intake hopper of the sludge dryer. The feed rate will be controlled automatically through the dryer control panel in order to match the selected moisture content of the dried or final product. Storage bins will be sized to provide minimal redundancy within the system, allowing for incremental planned or unplanned outages. A negative air pressure will be created to capture any odors from the sludge bins and will be treated through the gasification process (as make-up air supply).

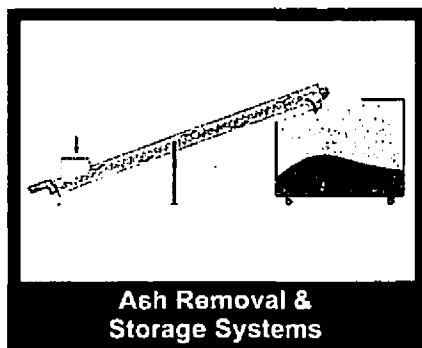
Biosolids Drying System

The Drying System(s) to be utilized on this project will consist of a continuous feed, screw-type biosolids dryer. The drying system utilizes thermal energy, in the form of heated flue gas, produced from the gasification system as its primary source of energy for use in the drying process. The heated flue gas is conducted through the gasification system's heat exchanger via the system's drop-out box. The energy from the heated flue gas is conveyed through the "air-to-liquid" heat exchanger into the thermal heating fluid. This thermal fluid is re-circulated through the chambers of the dryer indirectly conveying energy to the biosolids and therein drying the product. Flue gas temperature into the heat exchanger is controlled through the use of induction and dilution fans so as to maintain a consistent heat source for the drying system.



Biosolids Dryers

Extensive research has been conducted to select a dryer that has been designed to optimize the thermal energy conveyed from the gasification system while optimizing dryer biosolids throughput. The Bio-Screw Dryer System manufactured by Therma-Flite has been selected as the most advantageous system for integration with the gasification system. The dryer is designed with the capability to produce Class A dried biosolids, should alternate disposal methods be required. The equipment is durable and dependable, having been used in the agricultural, paper mill, and manufacturing industry for decades.



Ash Removal & Storage Systems

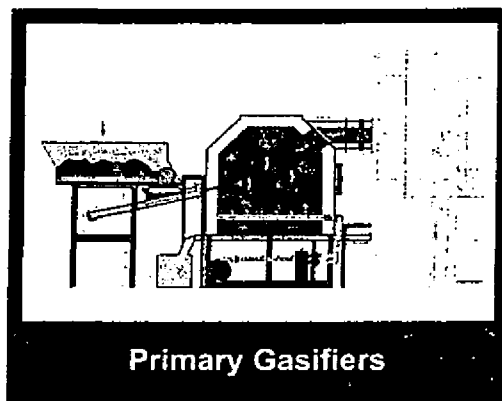
The dryer can also be adjusted to provide biosolids at a moisture content designed to optimize the gasification process. A natural gas auxiliary heating system will be installed for redundancy and to reduce heat demand within the system. A review of any existing thermal combined heat and power (CHP) application or proposed application will also be conducted to take advantage of waste heat generated from the system, thus increasing the efficiency of both systems.

The biosolids dryers are sized to match the thermal capacity of the gasification system.

After the dewatered and centrifuged cake is dried to greater than 90% solids content, the dried biosolids are conveyed into an intermediate storage hopper where the material is proportioned and conveyed to the individual gasification cells.

Gasification System

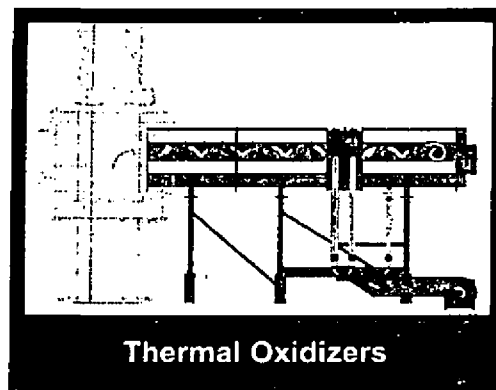
Gasification systems are available in single, double, and four-cell models. Depending on the feedstock, a single cell gasification system can produce up to a maximum gross energy value of 12mmBTU/Hr. The number of gasification cells selected will be determined by the volume and relative BTU value of the feedstock. The gasifier is a refractory-lined steel unit in which primary gasification reactions take place. In the primary gasification chamber, a controlled amount of heat is applied to the feedstock in a fuel-rich, oxygen-starved, temperature-controlled, non-turbulent environment (pyrolysis). The volatile portion of the feedstock is converted into a uniform mixture of syngases at relatively low temperatures. In addition, the carbonaceous fraction of the feedstock (char) changes from carbon to carbon monoxide moving upward through the fuel bed, giving off heat and mixing with the converted volatiles to make up the resulting syngas mixture. Moisture, the ratio of fuel-to-air, and the amount of carbon dioxide are balanced to control the temperature within the gasifier. Dried, processed biosolids and selected alternate organic feedstocks will be conveyed from the dry storage hopper into the gasification system feed bin located at the front end of each gasification cell. The feedstock is conveyed into the gasification cell at a predetermined rate. This feed rate is selected in order to optimize the gasification process and produce syngas in quantities required to sustain a constant thermal energy stream. At the end of the gasification process is the removal of mineralized inert ash. The residual ash volume is anticipated to be approximately 10-30% of the volume of the feedstock (biosolids) added to the gasification system. Higher or lower levels of ash may be realized based on the efficiency of the gasification process, the type of feedstock, and the intended use of the resultant ash for commercial applications.



Primary Gasifiers

Thermal Oxidizer

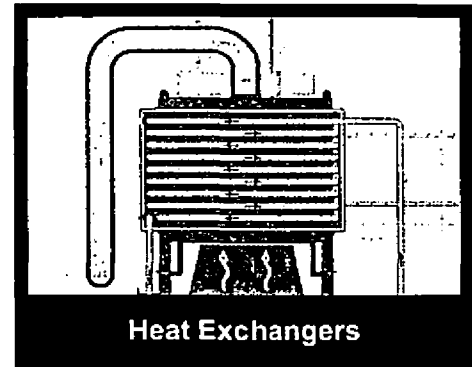
The thermal oxidizer is a refractory-lined steel cylinder with ports for the admission of air to promote the homogenous blending of the syngas with air. The syngases are delivered from the gasifier to the thermal oxidizer where they will be reacted in a multi-stage process. In each stage, the temperature and oxygen content are very tightly controlled, resulting in conversion of the syngas to a very clean, low NO_x, high-grade flue gas stream that may be used for energy recovery. The thermal oxidizer also controls and eliminates potential pollutants and eliminates odors. It is anticipated that odor-containing air collected from the biosolids or wood dryer will be introduced into the system's air stream at this point of the process.



Thermal Oxidizers

Energy Recovery Systems

The energy recovery system utilizes the heated flue gas from the thermal oxidizer as its primary source of energy. This process is achieved through the use of high-efficiency heat exchangers that will convert the heated flue gas into another media, i.e., air to liquid, air to steam. This converted media is used to provide the energy to the selected recovery system.



Each recovery system has its own unique energy demand and accordingly equates to additional energy extraction efficiencies. If multiple recovery systems are intended to be used in the process, an order of precedence will be established to determine which system receives the highest level of energy. In a typical heat exchanger configuration, the bulk of the thermal energy is converted into another media – this would be the primary thermal energy and consists of 70-80% of the thermal energy within the flue gas. The residual or secondary thermal energy is the remaining thermal energy within the flue gas that has not been converted into another thermal media and would consist of 20-30% of the total thermal energy within the flue gas. The recovery system receiving the highest order of precedence will receive the recovered energy first. Any residual energy will be conveyed downstream to the next recovery system until all recovery demands have been met or the energy has been depleted.

E. Facility Pictures

Refer to Section 7. Additional photos may be provided upon request.

F. Timeline for Development and Achieving Full Commercial Operation – Approximately 24-30 months

SECTION 3 – Requirements for ISWM as the Host

A. Long-Term Lease of Space

- For 80 TPD Biosolids Facility – Approximately one acre
- For 400 TPD Biosolids Plus MSW Facility – Approximately six acres

B. Type of Space Required

We prefer to stay out of the landfill footprint limits. No other restrictions apply. Our preference would be for accessibility to landfill gas in order to achieve synergies for energy use and development.

C. Use of Existing ISWM Infrastructure

- Access Road – Initial phase would result in increased traffic of approximately 3-5 trucks per day
- Electrical Distribution – Not required but could be considered as part of future expansion of the facility
- ISWM Electrical Supply – Only for basic power requirements to the facility
- Water Supply – Only potable water supply if available
- Wastewater System – Not required. Basic sanitary systems may be provided through a holding tank or a small septic system.
- Landfill Disposal – Potentially for ash residue if it cannot be beneficially reused. Initial phase would be about 5 tons/day or roughly 5-10 cubic yards of ash per day.
- Thermal Recovery – A thermal oxidizer is utilized for heat recovery and temperature control of outlet gases

D. Diversions of Solid Waste

With beneficial reuse of the ash, biosolids could be 100% diverted from other solid waste disposal facilities. If the ash is not beneficially reused, the diversion rate would be approximately 90-95% by weight of the initial feedstock. This generally holds true for all types of feedstock, including MSW. The treatment of MSW could significantly extend the life of the Town Landfill.

E. Waste Streams

We are prepared to secure all biosolids necessary for processing and are willing to work with the Town to secure additional MSW for their landfill, as well as future gasification opportunities. Please note that WeCare Transportation presently hauls municipal solid waste in Massachusetts and New England.

F. Economic Impacts

The treatment of biosolids would not reduce the Town's current revenue stream that they receive for municipal solid waste and could provide some additional revenue as a host facility. The expansion of the gasification facility could first target other biosolids or alternative feedstock as we work with the Town to identify and secure additional MSW contracts.

G. Use of Landfill Gas

This provides an excellent supplemental energy source in order to operate a "zero fossil fuel" facility.

H. Other Impacts on ISWM Operations

Our intent is to minimize impacts, as well as to provide flexibility in operations to satisfy the needs of the Town, both now and in the future.

I. Commitments and Guarantees

We are prepared to discuss guarantees and commitments in further detail once the project has been more fully defined.

SECTION 4 – Potential Nuisance and Environmental Impacts

- A. Traffic – Minimal; initially 3-5 trucks per day
- B. Noise – Minimal; all process equipment is located within a building
- C. Odors – Minimal

All trucks will be covered and unloaded within an enclosed building. Biosolids will be processed within one day of receiving the material. We do not intend to store biosolids onsite. The gasification process does not emit odors.

- D. Visual – Minimal

All components are in a building. The building will be constructed of durable materials and will be aesthetically pleasing.

- E. Air Emissions – Minimal

We have data from the Sanford, Florida facility to support our air permit application.

- F. Wastewater Discharge – None

Our only needs will be for sanitary sewer discharge from lavatories and sinks within the facility. A septic holding tank or septic system may be used.

- G. Groundwater or Surface Water Impacts – None

Water is not used in the process, nor is it produced. Minor surface water impacts will occur during construction activities.

- H. Litter, Vectors, Etc.

The entire process is enclosed within a building, and waste feedstock will not be stored. The facility will be kept clean and safe.

SECTION 5 – Permit Requirements

- A. Massachusetts Environmental Protection Act (MEPA) Process – Will likely be required
- B. Site Assignment for Solid Waste Facilities – The Town's current site assignment does not include biosolids and may have to be modified.
- C. Executive Office of Environmental Affairs and Consistency with the Solid Waste Master Plan

The proposed project meets the Commonwealth's goal for waste diversion for organics and alternative energy options. For biosolids, gasification appears to be an acceptable solution within the plan. For MSW, gasification is currently considered a "combustion technology" (we disagree) and "by policy" is not a permissible action under the MassDEP guidelines. Please note that this is not a regulation under the law and has not been challenged to date. We anticipate that this policy will be modified in the near future.

- D. MassDEP Solid Waste Facility Permit

A permit for biosolids gasification is reasonably attainable. A solid waste facility permit for gasification of MSW is currently in question (refer to the previous item).

- E. Air Emissions Permit – Required and attainable
- F. Wastewater Discharges – Not applicable
- G. Cape Cod Commission

We fully intend to coordinate activities with the Cape Cod Commission in terms of regional planning efforts.



SECTION 6 – Protection of the Town from Project Risk

We are prepared to assume all project risk in accordance with the standards of the industry, including risk for project development, financing, ownership, technology performance, operations, regulatory criteria, waste contracts, waste collection and transportation to the facility, and facility output. We would be pleased to offer our thoughts with respect to risk allocation and economic impacts to the Town when the project is more fully defined.

SECTION 7 – Reference Facilities

Gasification Experience

Sanford Biosolids to Renewable Energy Facility (Design-Build)

This unique system uses Sanford's wastewater treatment plant's biosolids residuals to provide a green energy solution for the City of Sanford. Green energy is provided in the form of a high-temperature flue gas. The high-temperature flue gas is used to heat thermal fluid, which provides the heat source to dry Sanford's wastewater treatment plant sludge.



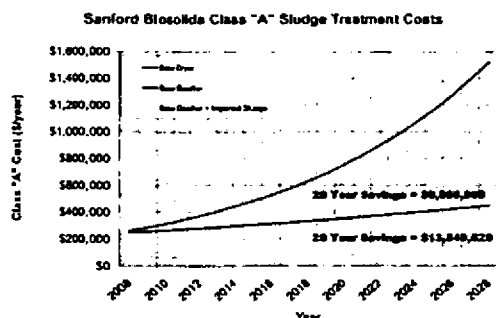
The system provides the City of Sanford with a green solution, eliminates odors, and provides a substantial cost savings to the operation of the advanced wastewater treatment plant, by using biosolids as a renewable fuel in lieu of the fossil fuels originally being used to heat the dryer system's thermal fluid.

It's one of the few systems that has been modified and implemented to use biosolids from a wastewater treatment plant to provide energy solutions for the wastewater plant. The MaxWest solution captures the energy inherent in sludge, converting it safely and economically to usable thermal energy. The system's residual ash is mineralized and suitable for beneficial reuse or landfill disposal. The MaxWest integrated gasification system offers several advantages over conventional sludge or biosolids disposal methods. Compared to landspreading or depositing sludge in a landfill, MaxWest's on-site gasification eliminates both financial and environmental pollution costs of truck hauling. Further, compared to landspreading or depositing sludge in a landfill, gasification eliminates the release of greenhouse gases, primarily methane. Methane is considered to have 23 times the global warming impact as an equivalent amount of CO₂.

In summary, the system converts noxious waste to renewable "green" energy, eliminates release of methane gas from landfill deposits or landspreading, reduces or eliminates pollution from truck transportation, eliminates potential groundwater and surface water pollution from landfills or landspreading, and reduces use of fossil fuels.

Savings

The system provides the City of Sanford with significant costs savings. The City has projected cost savings of more than \$12 million over the next 20 years.

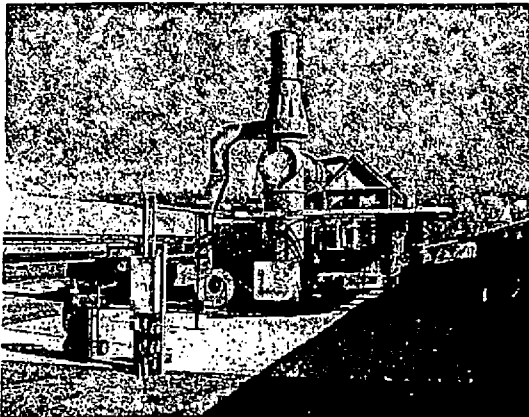


The program's success is measured by the actual costs of energy consumption, expenditures, environmental emissions, and production capabilities of the system over a 5-, 10- and 20-year period. The program lowers the overall costs associated with sludge disposal, offsets energy costs to power the wastewater treatment process, and allows the City to acquire additional revenue based on the sale of surplus capacity within the system while reducing the City's carbon footprint.

Turkey Litter Gasification, Northfield Minnesota (Design-Build)

MaxWest Environmental Systems has installed a gasifier at a turkey-growing facility in Minnesota. Run by P & J Products, the company raises approximately three million pounds of turkey annually that produce 2,100 tons of turkey litter. The gasifier uses the litter and also the farm's bird mortalities as fuel.

P & J Products considers the litter as a valuable commodity, and decisions about its dispersal are weighed against potential bottom-line value to the farm.



The opportunity to use the energy from the litter to provide dry heat for the turkeys reduces their dependence on propane. It also eliminates the need to cyclically vent air to reduce the humidity and the naturally occurring ammonia in the litter, as well as additional ammonia which forms when moisture released by the propane combines with the litter. This expensive cycle is encountered by most poultry producers as they try to balance maximizing propane value, minimizing ammonia formation and maintaining sufficient heat to keep the birds' environment at an optimal temperature. The next phase of the project will be to duct some of the heat from the gasifier through a heat exchanger and then to a small micro-turbine to

produce electricity. The gasification solution is an environmentally and financially advantageous answer to a number of concerns for the confined animal feeding operation.

The most beneficial economic value for the project is from the use and sale of the pathogen-free biochar ash produced by the MaxWest gasifier. The biochar process produces a combination of both bio-energy and carbon-sequestering fertilizer which results in a net reduction of carbon dioxide from the atmosphere. The gasifier is capable of producing an excellent quality biochar; poultry litter, which is naturally rich in phosphorus, potassium, and calcium, is among the most valuable fuels from which to obtain it. Utilizing a MaxWest gasifier at P & J Products will provide multiple cost savings to P & J Products: reduction in propane costs; better animal health; improvement to the environment; electricity generation; and a valuable biochar commodity.

WeCare Facility Operations

Rockland County, New York Co-Composting Facility

WeCare is the contract manager and operator for this facility, which processes in excess of 30,000 tons annually of municipal biosolids and yard waste. This facility utilizes the Siemens IPS technology and is the largest in-vessel compost facility in New York State. All the finished compost is distributed and sold as WeCare Compost™. In 2008, WeCare sold over 25,000 cubic yards of WeCare Compost™ from the Rockland facility alone. WeCare was also responsible for a \$4,000,000 facilities upgrade prior to the commencement of the operating contract.

WeCare Environmental LLC, Marlborough, Massachusetts

WeCare currently operates an Alternative Solid Waste Treatment System in Marlborough, Massachusetts. WeCare Holdings owns and operates the MSW, SSO, and biosolids co-composting



facility. The facility, utilizing the Bedminster technology, processes municipal solid waste, food waste, yard waste, and biosolids to produce 55,000 cubic yards of WeCare Compost™ annually. The pre-composted or "pulped waste" is also suitable for gasification, which the company is now evaluating.

Cape Resources Company, Marstons Mills, Massachusetts

Cape Cod's state-of-the-art yard waste recycling facility and the area's largest supplier of premier quality screened loam, compost, and colored mulch. The facility receives and processes only naturally grown organic raw materials. This facility references WeCare's ability to process and market large quantities of processed yard waste materials.

Soil Preparation Inc, Plymouth, Maine

A Class A alkaline stabilization facility located in Plymouth, Maine, the facility is the largest biosolids beneficial use project in New England. The facility processes biosolids from Maine, Massachusetts, New Hampshire, and Rhode Island in excess of 60,000 wet tons per year. All Class A product is sold to farmers and soil manufacturers as a soil amendment.

Middlesex County Utilities Authority, Sayreville, New Jersey

The Middlesex County Utilities Authority (MCUA) utilizes the biosolids drying technology marketed by WeCare in North America. The dryers manufactured by Buss-SMS-Canzler are indirect "Thin Film Dryers." The dryers utilize methane from the landfills owned and operated by the MCUA. The methane from the landfill is used to heat hot oil, which then dries the biosolids to the desired product consistency. The facility houses five dryer trains, each capable of drying eight wet tons of biosolids an hour. This is the equivalent of 150 dry tons of biosolids per day. The facilities are owned and operated by the MCUA.



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**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

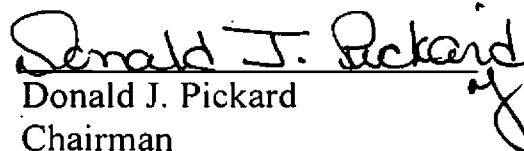
TOWN CLERK'S OFFICE

MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Thursday September 23, 2010	6:00 P.M.	Bourne Town hall 24 Perry Avenue Buzzards Bay Lower Conference room

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 7/22/10, 8/12/10, 8/26/10, 9/9/10
- 3) Discussion with ISWM staff: preparation of RFP for land utilization, logistics and timing of forum with Cape Cod decision-makers; landfill gas utilization analysis, Plankton Power update
- 4) Discussion of future meeting schedule and agenda items
- 5) Adjourn


Donald J. Pickard
Chairman

September 17, 2010

Landfill Business Model Advisory Working Group
Meeting Minutes

September 23, 2010, 6:00 PM, basement meeting room
2010 OCT 22 AM 9 29

Present: Don Pickard, Chairman (BOS), Stanley Andrews (BOH), John Redman (Finance Committee), Bob Schofield (Energy Advisory Committee), Bill Ware (Capital Outlay), Dan Barrett (ISWM), Phil Goddard (ISWM),
TOWN CLERK'S OFFICE

Attachments: agenda.

The meeting began at 6:07 p.m.

- Mr. Pickard called the meeting to order.
- Minutes for July 22, 2010, August 12, 2010, August 26, 2010 and September 9, 2010 were approved with minor corrections.
- Mr. Goddard provided an update on the progress for the RFP for leases of land on the 25-acre parcel at the ISWM facility. He noted that a good starting place is the 1997 RFP for potential privatization of the landfill. He will get a copy to the Working Group and said that Mr. Aronson has a copy as well. He will be working closely with Mr. Barrett and Mr. Aronson to flesh out a draft for the next meeting.
- Mr. Ware confirmed that the two parcels under consideration are the 5.7 acre parcel and the 1.1 acre parcel and suggested that any money from the lease(s) would be used for capital noting however that ISWM must maintain its financial support of the curbside trash and recyclables collection.
- Mr. Pickard noted that more research will be needed on ways to transfer funds to the General Fund (GF).
- Mr. Andrews commented that administrative charges to ISWM have been reduced recently and that money doesn't come to the GF directly. He mentioned that the host fee could be increased and liked the idea of funds going to capital expenditures.
- Mr. Redman said he thought MA Department of Revenue (DOR) didn't need to approve matters.
- Mr. Barrett said that charges for the financial assurance mechanism (FAM) for Phase 4 of the landfill are coming and we need to cover these expenses first.
- Mr. Ware said that ISWM needs to track capital needs. Mr. Andrews said the next phase is big. Mr. Ware asked if the FAM payment could be spread out. Mr. Goddard said, yes over four years. Mr. Barrett said MA DEP will let us do it over four years. Mr. Ware asked if a capital model had been done. Mr. Barrett said yes, but that closure needs to be addressed too. Mr. Goddard said previously unrestricted Net Assets have been moved into restricted accounts for purposes of meeting the FAM requirements.
- Mr. Ware said no capital would be needed for the proposed projects. Mr. Redman said a gas line was needed in one of them. Mr. Barrett indicated that that would be paid by the vendor. Mr. Andrews noted that the RFP needed to be reviewed by the Town.
- Mr. Pickard noted that an efficiency subcommittee is looking at privatization of two department operations; curbside collection of trash and recycling and the ambulance service. Mr. Andrews noted that when ISWM was created there was an agreement to

keep DPW employees. Mr. Pickard said the efficiency committee is also looking at how to maintain parks and they could move there if the curbside services are privatized.

- Mr. Andrews mentioned that a few years ago that the Town had ISWM put away \$500,000 in a futures reserve account. Mr. Goddard noted that it was intended as an endowment for providing waste management services to once the landfill closed. Mr. Andrews suggested that contributing to that could part of the lease discussion.
- Mr. Pickard suggested they meet once per month until the January meeting and they need to put discussion of the RFP on the next agenda. Mr. Redman wondered who might respond and how. Mr. Andrews suggested that we tell the vendors the total acreage available instead of the size of the sub parcels. Mr. Barrett cautioned against that. Mr. Ware wanted to know what land might be available to the south. Mr. Goddard was tasked with forwarding maps that showed the three privately owned parcels. Mr. Pickard said that discussion is somewhat premature and there are three separate owners to deal with.
- Mr. Pickard noted that at a regional selectmen's group meeting that he heard an update that if the ballot question that asks voters to roll the sales tax back to 3% is passed that that would be a cut to the discretionary spending by the state of approximately \$2.5 billion. If that occurred there would be significant pressure on towns to increase revenues. Mr. Mealy noted at the meeting that Bourne was in better shape than most. Mr. Andrews noted that other towns would like to have the assets of ISWM in their town. Mr. Pickard noted that direction on any land purchases would have to come from the Board of Selectmen.
- Mr. Pickard suggested the group meet on October 21, 2010; November 18, 2010; and December 16, 2010.
- Mr. Redman asked about one vendor that was supposed to provide a draft RFP. Mr. Goddard said that was Harvest Power and he had called to remind them to forward that along. He also suggested that among the options to consider for the money from the leases is that since it is Town owned land and projects would be operated by the vendors, the money could go to the General Fund. Mr. Redman noted that the top two capital outlay priorities are the new DPW facility and a new Police Department headquarters. Mr. Pickard commented that the price tag for the draft conceptual model of the DPW is very expensive, \$7.8 million and probably would need to be reduced. Mr. Andrews noted that is in part to the desire to put all vehicles inside and that there are other ways to protect vehicles less expensively. Mr. Barrett noted that putting your entire fleet in the same spot is risky in case of a fire.
- Mr. Pickard asked that Mr. Aronson be available for the October 21st meeting. To discuss the RFP and the January forum. Mr. Barrett provide an update that at the recent Cape Cod Commission (CCC) Solid Waste Advisory Committee meeting this week their RFP process was discussed with the new lawyer they hired from Kopelman and Paige. There was great interest in Bourne and when he mentioned a possible forum to discuss regional solid waste options with the selectmen in January there was a positive response with the request to do it sooner this fall if possible from the municipalities as well as the CCC staff.
- Mr. Pickard noted that if the BOS move forward on accelerating the forum date he'd need an agenda from ISWM for consideration at the October 5th BOS meeting. A date of November 17th was considered a possibility. ISWM will work on logistics. Mr. Goddard

noted that there are four towns on the South Shore that are in the same situation as the Cape towns and it would be good to include them too. Mr. Barrett noted that Bourne did not have to get all 150,000 tons beginning in 2015, but could take only the ones who are ready at a certain time. SEMASS is certainly moving aggressively to sign up individual towns as soon as possible. He also noted that trucking is cheaper than rail.

- Mr. Goddard said he would also prepare a draft letter from the BOS to the other towns. Mr. Pickard requested that Mr. Goddard e-mail him a reminder tomorrow so that he can plan on getting the issue on the October 5th agenda with Tom Guerino. Mr. Goddard also noted that the CCC staff was interested in having a few minutes with the towns to update them on their efforts. Mr. Goddard said he would check with the Bourne High School on availability of the auditorium.
- Mr. Goddard noted that ISWM is working with Mr. Aronson on questions for National Grid and that they are also moving forward with the air dispersion modeling to determine the best approach for utilization of the landfill gas. He also said the ISWM met with Plankton Power and that they will have a technical proposal in the month or so along with an agreement for consideration. Plankton Power is also willing to provide a tour later this year when their new greenhouse is finished at WHOI.
- Mr. Andrews suggested that there should be an executive session at the October meeting to discussion potential contract matters.
- Mr. Ware made a motion to adjourn that was seconded by Mr. Andrews. All were in favor. The meeting was adjourned at 7:00 p.m.

End

**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

MEETING NOTICE

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BOURNE, MASS 01901

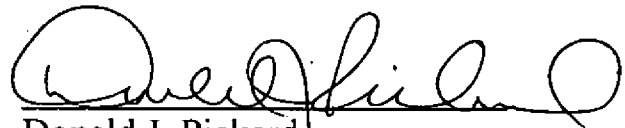
Date
Thursday
October 21, 2010

Time
6:00 P.M.

Location
Bourne Middle School
77 Waterhouse Road
Bourne
Room 100 First Floor

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 9/23/10
- 3) ISWM staff and Mr. Aronson – Update and discussion of approaches for an RFP for leasing land at the ISWM facility; update and discussion of landfill gas utilization options
- 4) Discussion on planning for regional solid waste forum on 11/17
- 5) Discussion on planning for joint BOS, BOH, FC, EAC meeting in January
- 6) Possible executive session to discuss strategies for potential solid waste contracts
- 7) Discussion of future meeting schedule and agenda items
- 8) Adjourn


Donald J. Pickard
Chairman

September 1, 2010

Landfill Business Model Advisory Working Group

EXECUTIVE SESSION

Meeting Minutes

October 21, 2010, 7:25 PM, Bourne Middle School, Room 100

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TOWN CLERK BOURNE

Present: Don Pickard, Chairman (BOS), Bill Ware (Capital Outlay), John Redman (Fin. Com.), Stanley Andrews (BOH), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Phil Goddard (ISWM), George Aronson (Commonwealth Resource Management Corp.).

Attachments: Draft of general directions for negotiations as a handout for discussion. Copies were given back to ISWM at the end of the meeting.

The meeting began at approximately 7:25 p.m.

- Mr. Barrett discussed options for securing business on a regional basis. They include:
A.) Responding to an RFP that is put out by the Cape Cod Commission. The town must be aware that this may mean controlling tonnage intake until 2015 in order to have enough capacity to service contracts. The Town could also choose to try and divert that waste, once it has control, by brokering it to SEMASS, railing it out of the area or using to finance some other technology. B.) Working with the towns, CCC, Kopelman and Paige (the attorney hired by CCC) to develop a dream contract that is offered to SEMASS for a response. The terms of the contract would offer a block of waste from all the towns, landfill airspace at Bourne, a potential power purchase agreement, rail transfer stations, a ten year term and forgiveness for recycling and composting. C.) Presenting towns with a limited time offer for various amounts of annual tonnage at a low price and see who responds on a first-come first-served basis. This could be repeated in increments of tonnage, while the price also increases, until the tonnage capacity is full. D.) Bourne could directly negotiate with SEMASS and lock up a long-term contract of its own and not deal with the communities at all.
- Mr. Pickard said ISWM needs to go the BOS with a recommendation of what it wants to say at the forum. Be definitive.
- Mr. Redman asked what's needed for town approval. Mr. Barrett responded that it would probably be town meeting. Mr. Ware asked if that included approval of the site leases and Mr. Barrett indicated that it probably would. Mr. Barrett also indicated that it could also handle trash from the municipalities via an intermunicipal agreement.
- Mr. Andrews asked about rail options. Mr. Barrett said that Bourne is an owner of the Upper Cape Regional Transfer Station (UCRTS) along with Mashpee, Falmouth and Sandwich and send MSW by rail could be an option. This of flow control currently being discussed in Falmouth is not directly related to Bourne and is an enforcement issue at the Falmouth Board of Health who is concerned because collectively the towns are short on their put or pay agreement with Mass Coastal which currently hauls the trash to SEMASS. As a result the towns have been paying penalties and the other towns are

blaming Bourne's low tip fee for diverting waste away from the UCRTS. Nevertheless, options could be presented to the Board of Managers and voted on.

- Mr. Pickard asked about 20 year contracts. Mr. Barrett said SEMASS put a lot of pressure on towns to get them to extend their contracts now, but it also included ramp up fees over the next five years. Bourne as an option has interrupted that strategy.
- Mr. Schofield said that he has heard that SEMASS is getting \$.08/K Whr and that that may not be a price the Cape and Vineyard Electrical Cooperative of Cape Light Compact may be willing to pay. Mr. Aronson said SEMASS is vulnerable on this issue in 2015 and the lower it will sell its power the more pressure that puts on the tip fee side of their business model.
- Mr. Barrett said that Mr. Giorgio of Kopelman and Paige could be redirected to help the CCC solid waste advisory subcommittee work on their own contract vs. responded to one SEMASS puts out. This gives the towns some leverage.
- Mr. Pickard advised only putting forth options A and B at the forum and not options C and D so as to focus on regional cooperation. He suggested that the order be reversed and the option B, which suggests the towns work on their own dream contract be the preferred option and responding to an RFP, option A, be the second choice. He also suggested that the options be presented to the BOS in executive session with the title: Town of Bourne, Options for presentation at the regional forum" or something similar. He also suggested not using the word "partner" with CCC and the towns so as not to suggest that Bourne is looking to sell ownership rights to ISWM.
- A motion was made by Mr. Redman, and seconded by Mr. Andrews, to support the effort that ISWM staff go to the Bourne Board of Selectmen in an executive session and recommend that ISWM present to the regional forum two options for consideration at this time, newly name option A, which is to work cooperatively with the CCC, Kopelman and Paige and the municipalities on a dream contract to bring to SEMASS for a response, and newly named option B, which is to respond a regional MSW disposal RFP put out by the CCC if one is issued. Also, the recommendation would be to not mention options C and D at this time but to have them in reserve for consideration at a later date should the need arise. Mr. Redman voted yes. Mr. Pickard voted yes. Mr. Andrews voted yes. Mr. Schofield voted yes. Mr. Ware voted yes.
- Mr. Andrews asked Mr. Aronson what revenue per acre he thinks Bourne could get from an operation on leased land. Mr. Aronson said it would be a base payment plus a contingent payment and that you could put in minimum performance standards in your RFP. Mr. Ware suggested about 5-7% of gross revenue in the form of lease payments or about \$50,000 per acre. He also suggested the town get an upfront payment. Mr. Pickard agreed that those standards could be put in the proposal. Mr. Goddard also suggested that the town could do as Taunton had done which was to ask for a significant fee for the RFP as a means to recoup costs and to weed out the unserious proposers.

- A motion to adjourn was made by Mr. Andrews and seconded by Mr. Schofield. Mr. Ware voted yes. Mr. Pickard voted yes. Mr. Redman voted yes. Mr. Andrews voted yes. Mr. Schofield voted yes.
- The meeting adjourned at 8:28 p.m.

End

Landfill Business Model Advisory Working Group

Meeting Minutes

2010 NOV 22 AM 9 46

October 21, 2010, 6:00 PM, Bourne Middle School, Room 100

TOWN CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), Bill Ware (Capital Outlay), John Redman (Fin. Com.), Stanley Andrews (BOH), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier), George Aronson (Commonwealth Resource Management Corp.).

Attachments: agenda; Summary of RFP issues; Outline of RFP; Summary of technologies reviewed; memo on questions for National Grid by Mr. Aronson; ISWM email to National Grid with additional questions.

The meeting began at 6:02 p.m.

- A motion was made by Mr. Ware, and seconded by Mr. Andrews, to approve meeting minutes for 9/23/10.
- Mr. Goddard updated the Working Group about progress with evaluating a possible partnership with National Grid (NG) to take the landfill gas from ISWM and inject it into their pipeline across Route 28 on Waterhouse Road. He handed out a list of questions prepared by Mr. Aronson of Commonwealth Resource Management Corp. as well as an e-mail Mr. Goddard sent to National Grid with additional questions. Mr. Goddard noted that he has been in contact with Tony LaRusso of NG and provided him the handouts for consideration. He will be coordinating a follow-up meeting with NG to delve into their proposal in greater detail sometime in late November or December.
- Mr. Aronson discussed his handout. Chief among his topics for consideration by NG include: more information on their reference project in NY; details on gas composition and flow; control issues regarding the landfill gas collections system; system economics given the small scale vs. a traditional reciprocating engine project; discussion of regulatory incentives and timeline for Department of Public Utilities approval; and financial and performance security for the Town of Bourne. Mr. Goddard noted that he asked about NG controlling and operating the wellfield, the wet scrubber, the term of a contract (20 years?, 30 years?), and what provisions are available for the additional input of biogas from other sources, such as anaerobic digestion. Mr. Ware noted that one would want NG to go through a maze of evaluation standards.
- Mr. Goddard noted that ISWM is moving forward on air modeling related to the use of reciprocating engines to burn landfill gas and convert it to electricity. Mr. Pickard inquired as the timing of preliminary results. Mr. Goddard commented possibly late November.
- Mr. Goddard noted that he had sent out sample RFPs from when Bourne went through a process in 1997 when considering options for running the landfill, one from the city of Taunton and a draft RFP on organics from Harvest Power. He then deferred to Mr.

Aronson to discuss his handouts on the RFP for potential site leases on parcels of land at ISWM.

- Mr. Aronson commented that in general the better quality of the RFP, the better quality of responses one would receive and thereby also reduce confusion and potential lawsuits by unhappy proposers. He emphasized that now is the time, while preparing the draft, that items should be reviewed to determine what wastestreams are in or out as well as what functions are in or out.
- Mr. Andrews commented that technologies shouldn't be excluded. He also said that some technologies might require the site assignment to be modified and/or the town charter. Mr. Goddard noted that it may be a good idea to get clarification on what ISWM is allowed to do under the existing charter rather than to delay the process many months while the charter is being reviewed and changes are being considered for annual town meeting in May. Mr. Pickard instructed ISWM to get permission from Town Administrator, Tom Guerino to seek an opinion from Town Counsel. Mr. Barrett indicated that he would follow up on that task.
- Mr. Andrews noted that any changes to the site assignment would be easier to make than changing the charter. Mr. Goddard noted that it would be helpful to know what is prohibited by the charter. Mr. Pickard asked if the Planning Board would be involved or the Cape Cod Commission (CCC). Mr. Goddard indicated that the Planning Board would likely be involved to approve a site plan as they had approved the recycling center layout previously. He also noted that the CCC could be involved depending on the materials that are proposed and also what the total site tonnage would be needed to meet the needs of the successful proposers.
- Mr. Goddard briefly explained that there are potential configurations with road infrastructure along Route 28 and at the entrance that could allow for more tonnage than the maximum total site tonnage of 825 tons per day and explained that there are tradeoffs to consider. Mr. Barrett noted that the issue of managing total site tonnage (currently a daily limit of 700 tons can go into the landfill and a total site tonnage of 825 tons is allowed, including the landfill tonnage) has been a sensitive issue for some time. He also noted that it needs to be explained carefully that any increase in tonnage would not be for waste going into the landfill, but rather for other site projects. Mr. Goddard noted that the town must show what it is willing to do up front prior to issuing the RFP so proposers know what to expect. Mr. Andrews said tonnage could be allocated away from the landfill and Mr. Barrett said that is correct and that the intent would be to divert it to other processes.
- Mr. Aronson said the RFP process must be carefully explained so that proposers know how it will unfold and what the approval process is. He also said that the town needs to confirm what the property is available for and this could be done with a simple declaration by the Board of Health (BOH) and Board of Selectmen (BOS) that the parcels identified in the RFP are available for disposition for the various approved processes or management activities with restrictions enumerated as well.

- Mr. Andrews reported that he gave an update on the Working Group activities to the Board of Health recently that was well received. He provided them a summary of the technologies evaluated by the Working Group prepared by ISWM. Mr. Goddard handed out a copy of the summary. Mr. Redman noted that technologies developed on the parcels in the southern end of ISWM could produce revenue for the site long after the landfill is full. Mr. Barrett concurred and noted that such technologies as anaerobic digestion, proposed by Harvest Power, could be potentially adjusted to handle MSW which could also extend the life of the landfill. Mr. Goddard advised that there are many good articles appearing in BioCycle, a trade magazine on organics, related to the very types of topics that Bourne is discussing.
- Mr. Aronson continued to go over his summary of the key issues for an RFP which include: allowable site uses; permit limits; clarifying roles of the BOH and BOS; procurement resources and staff requirements; a review team and a public process. Mr. Pickard requested that final determination on what law firm to use will be made by Town Counsel, via permission from Tom Guerino, to ensure that there is no conflict of interest. Mr. Andrews asked if the budget was sufficient to fund an RFP.
- Mr. Barrett said some money has been set aside and depending on how things progress, he may ask for additional money at the special town meeting in the spring. Mr. Redman remarked he thought the word would get around quickly that an RFP is on the street and Mr. Aronson agreed but also said some target ads in trade magazines and copies sent to known interested parties would help ensure a good response. Ms. Mastrangelo asked about a detail budget for all this work. Mr. Barrett said nothing specific has been done yet, but it will be prepared as efforts are made to move forward.
- Mr. Ware noted that the process should be kept as simple as possible and then the town can see what they propose. It should also look at the technical and financial feasibility of what proposers offer. Mr. Aronson indicated that essentially the Town needs to define the box into which they want proposals and make it clear by issuing guidelines for the proposers to follow. Mr. Goddard recalled the lengthy public process done in 1997 that included a review committee with public meetings, culminating in public presentations by the finalists.
- Ms. Mastrangelo asked why the two parcels in the south are being selected. Mr. Goddard reviewed how the Working Group looked at possible locations based on what the engineer drew up and chose those two with staff guidance as being the most readily available and viable now.
- Mr. Aronson showed them the more detailed outline of an RFP and its components that he handed out. He again emphasized the need to get all the elements of a proposal that the town wants established (20% design etc.). Mr. Andrews noted that there is no mention of the fire suppression system. Mr. Goddard said that there are many site details that would be included as appendices and infrastructure would be included as we move forward. Mr. Pickard asked if we are moving too quickly. Mr. Barrett said that the

budget is something he is watching and that right now ISWM is focusing on the regional forum on 11/17 and will be working in stepwise fashion with the BOS. Mr. Redman asked if there were be an opportunity for pre-bid questions and Mr. Aronson said there would be a pre-bid conference and site visit.

- Mr. Goddard went on to update the group on the forum and said the Upper Cape Regional Technical School has been selected and reserved and the forum invitations have gone out to the Cape towns, the Vineyard and some towns on the South Shore. The forum will be held on Wednesday, November 17, 2010 from 7:00 p.m. until 9:00 p.m. Refreshments will be served.
- Mr. Pickard noted that ISWM should continue coordinating with the CCC. Mr. Barrett noted that important decisions are potentially arising regarding how much to take and how to manage it. Mr. Goddard indicated that the options to be presented at the forum need to be approved by the BOS in advance and Mr. Barrett will be working with Tom to get ISWM on the agenda with the BOS for an Executive Session on 11/9. The forum will be posted. Mr. Pickard noted that the response at the regional Selectmen's Association meeting to the forum was positive.
- Mr. Goddard that ISWM is working on the potential agenda for the joint BOS, BOH, FC, and EAC meeting in late January or early February and asked the group to ask their respective organizations for dates. The agenda would include updates on the landfill gas utilization, a potential RFP and outcome from the forum.
- Mr. Gately asked about what will happen in the process, how will it be done, when and if there is any interest out there with the economy hurting. Mr. Aronson said there is interest. Mr. Goddard noted that the American Reinvestment and Recovery Act tax credits available in 2011 will also provide an incentive to developers. Mr. Goddard also said that the process details for the RFP are still pending but that the outline provided tonight would be a good place to start to get an idea of the components and process.
- A motion was made by Mr. Ware, and seconded by Mr. Redman, to adjourn the regular meeting of the Working Group, and not to reconvene, for the purpose of entering into Executive Session to discuss strategies pertaining to ISWM competing for solid waste management contracts. Mr. Ware voted yes. Mr. Redman voted yes. Mr. Andrews voted yes. Mr. Pickard voted yes. Mr. Schofield voted yes.
- The regular meeting adjourned at approximately 7:20 p.m.

End

2010 NOV 9 AM 1 40

**BOURNE LANDFILL BUSINESS
MODEL WORKING GROUP**

TOWN CLERK'S OFFICE

BOURNE, MA

MEETING NOTICE

Date

Thursday
November 18, 2010

Time

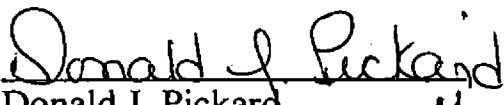
6:00 P.M.

Location

Bourne Middle School
77 Waterhouse Road
Bourne
Room 100 First Floor

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 10/21/10; Executive Session 10/21/10
- 3) ISWM staff- Update and discussion of approaches for an RFP for leasing land at the ISWM facility; update and discussion of landfill gas utilization options
- 4) Discussion of regional solid waste forum on 11/17 and next steps
- 5) Discussion on planning for joint BOS, BOH, FC, EAC meeting in January
- 7) Discussion of future meeting schedule and agenda items
- 8) Adjourn


Donald J. Pickard
Chairman

Landfill Business Model Advisory Working Group

Meeting Minutes

2010 DEC 20 AM 11:25

November 18, 2010, 6:00 PM, Bourne Middle School, Room 100

TOWN CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), Bill Ware (Capital Outlay), John Redman (Fin. Com.), Stanley Andrews (BOH), Dan Barrett (ISWM), Bob Schofield (Energy Advisory Committee), Mary Jane (MJ) Mastrangelo (Fin. Com.), Phil Goddard (ISWM), Paul Gately (Bourne Courier).

Attachments: agenda; draft letter to Boards of Selectmen in southeastern MA as a follow-up to the solid waste forum on 11/17/10.

The meeting began at 6:05 p.m.

- A motion was made by Mr. Schofield, and seconded by Mr. Andrews, to approve the regular meeting minutes for 10/21/10. All were in favor.
- A motion was made by Mr. Redman, and seconded by Mr. Ware, to approve the executive session meeting minutes for 10/21/10 and to encumber indefinitely. All were in favor.
- Mr. Goddard updated the group that ISWM will be meeting with National Grid in December to further investigate the possibility of them taking landfill gas into their pipeline on Waterhouse Road. Mr. Aronson will be a part of the discussion as well as his partner Mr. Yeransian, to provide detailed technical advice. Mr. Goddard further noted that ISWM has moved forward with Tetra Tech to conduct air modeling analysis for a scenario that would include 5 reciprocating engines utilizing landfill gas to make electricity. ISWM will be ready to update all the boards at a joint meeting next year.
- Mr. Ware asked if the air permit is good for the site leases. Mr. Goddard replied yes and the full extent would depend on our options. Mr. Andrews commented that it would be good to have an air permit and Mr. Barrett agreed.
- Mr. Goddard updated the group that he had sent out a copy of an RFP for site leasing that the Town had used in 2004. All thought that was an excellent start. Mr. Andrews raised a concern that the site assignment might need to be changed to accept leases as there is language that may prevent it currently. He also noted that changes to the charter may be required. Mr. Andrews said he updated the Board of Health and that they voted to approve the efforts of ISWM to go forward with an RFP.
- Mr. Ware indicated that the RFP could go out in March. Mr. Pickard said that we need answers from attorney Bob Troy on the charter issue by Jan. 1. Mr. Goddard concurred and emphasized that the joint meeting needs to express unanimity about the RFP and the uses of the site. Mr. Andrews suggested that the review of both the charter and the site assignment issues be evaluated simultaneously. Mr. Pickard noted that the BOS and BOH will have a joint meeting to discuss cooperation and communication issues on Dec. 7th.

- Ms. Mastrangelo commented that the charter is reviewed every 5 years. Mr. Andrews said any changes in the language should make things more flexible. Mr. Ware agreed. Mr. Barrett said that he will ensure that a series of questions is written for Mr. Troy's review and he'll circulate a draft ahead of time. Mr. Goddard as about the prohibition of leases in the site assignment and Mr. Barrett indicated that is concern about transferring permits.
- Mr. Pickard said he'll ensure that the BOS and BOH know about the joint meeting proposed for February. Mr. Goddard commented that the Finance Committee and Energy Advisory Committee should be notified too.
- Mr. Gately asked who would issue the RFP. Mr. Goddard said that it would likely come from the Town Administrator. Mr. Gately asked how long it would be on the street. Mr. Goddard said that he didn't know yet. Mr. Redman asked how much Taunton has spent on their proposed development to date. Mr. Goddard said in the range of \$4-5 million.
- Mr. Pickard complimented the ISWM on the forum on Nov. 17th. Mr. Ware said it was a great location. Mr. Goddard expressed that he had difficulty with the video camera digital recorder and the meeting might not have been recorded. Mr. Andrews said it was generally well received.
- Mr. Goddard handed out a draft follow-up letter that would go to the Boards of Selectmen along with a copy of the presentation.
- Mr. Redman asked if anyone was surprised at what Bourne does. Mr. Barrett said yes. Mr. Redman suggested that the cape coalition might not be cohesive. Mr. Barrett wondered if we should push harder. Mr. Pickard said to let them think about it and evaluate it later. Ms. Mastrangelo concurred. Mr. Goddard said we would know more after some meetings at the Cape Cod Commission Solid Waste Advisory Committee. Mr. Barrett indicated it could weaken us if we push too hard.
- Mr. Ware said the letter to the BOSs was good. Mr. Pickard asked for a motion to approve. Mr. Andrews made such motion which was seconded by Mr. Schofield. All were in favor. Mr. Goddard was instructed to send it to Tom's office for Selectman Ford's approval and signature. Mr. Pickard said it should be sent to the Chairman of each BOS.
- Mr. Ware noted that Mr. Cavossa was networking aggressively at the forum and claimed he brought about 2,000 tons per week to Bourne. Mr. Barrett said that was a high number and is more in the range of 800 per month, nevertheless he is a large customer at the ISWM facility. Mr. Ware said Mr. Cavossa was concerned that he may get shut out of Bourne if it takes a lot of municipal contracts or that his price would go up. Mr. Barrett said that Mr. Cavossa and Bourne have a long history that has involved litigation over C&D rates whereby Bourne has won in court twice. Mr. Ware asked if he had purchased a local business. Mr. Barrett said he had purchased Casella's local hauling company.

- The group agreed that the joint meeting should be moved from January to February to give more time to work on the RFP. Future WG meetings will be on January 13th, Feb. 10th and the joint meeting on Feb. 15th.
- Future items to discuss would include: landfill gas utilization, obstacles to the RFP and a business plan review.
- Mr. Ware asked who would review the business plan. Mr. Barrett said that ISWM needs the WG to help with this. It's not as urgent in the short term. Personally, he feels that the WG is working well and would like it to continue working with ISWM.
- Ms. Mastrangelo said a future new DPW building must be paid for and wondered how it would be funded.
- A motion to adjourn was sought and Mr. Ware made the motion which was seconded by Mr. Andrews. All were in favor. The meeting adjourned at 7:17 p.m.

End

DRAFT
Letter from Board of Selectmen

Chairman, Board of Selectman
Xxx
Ddd
Sssss, MA

RE: Regional solid waste management forum.

Dear Chairman xxx,

On Wednesday, November 17th, we hosted our regional solid waste forum in Bourne. It was very well attended with representatives from 15 communities on Cape Cod, Martha's Vineyard and the South Shore in attendance, as well as, all three Barnstable County Commissioners and industry representatives. I am writing to provide a brief summary of our meeting so that your board will be aware of our recommended next steps as a reminder if you attended the meeting and to update those who could not attend. I have also enclosed a copy of the presentation for your convenience.

The first part of the presentation was an overview of our Department of Integrated Solid Waste Management (ISWM) to familiarize communities in the region with how it operates, what facilities and capabilities it possesses and the status of future planning.

This was followed by a discussion of opportunities for regional cooperation. Our recommendation at the meeting was to work jointly through the Cape Cod Commission (CCC), Solid Waste Advisory Committee (SWAC), which has hired counsel to provide technical support, to explore more detailed options on how participating communities can best leverage our collective regional assets while exploring future disposal and solid waste management options. Those assets could potentially include approximately 200,000 tons of MSW per year and a regional lined landfill with a projected ten years of capacity available in 2015.

Ms. Patty Daley, Director of Technical Services at the CCC also provided a brief update on the SWAC and its activities over the last year and a half.

In order to maintain momentum, we are asking your Board to endorse this regional approach and designate a representative to attend meetings at the CCC with this goal in mind. The next meeting is scheduled for Wednesday, December 1, 2010 at 10:00 AM in Barnstable at the CCC headquarters. We feel this is the best path forward as we all consider our future plans.

We appreciate your consideration on these matters and look forward to working with you and your staff. If you would like to learn more about our facility, please do not hesitate to contact ISWM General Manager Dan Barrett at 508-759-0651 to arrange a site tour or a presentation in your community.

Sincerely,

John Ford, Chairman
Bourne Board of Selectmen

CC: BOH, TA, ISWM

Enclosure

BOURNE LANDFILL BUSINESS

2010 DEC 9 PM **MODEL WORKING GROUP**

TOWN CLERK'S OFFICE

MEETING NOTICE

Date

Thursday
December 16, 2010

Time

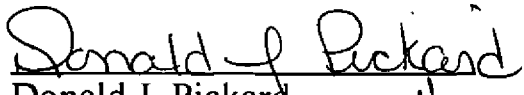
6:00 P.M.

Location

Bourne Middle School
77 Waterhouse Road
Bourne
Room 100 First Floor

AGENDA

- 1) Call Meeting to Order
- 2) Approval of minutes: 11/18/10
- 3) ISWM staff- Update and discussion of approaches for an RFP for leasing land at the ISWM facility; update and discussion of landfill gas utilization options
- 4) Discussion of regional solid waste issues and the CCC Solid Waste Advisory Committee meeting Dec. 1st.
- 5) Discussion on planning for joint BOS, BOH, FC, EAC meeting in February
- 7) Discussion of future meeting schedule and agenda items
- 8) Adjourn


Donald J. Pickard
Chairman
12/9/10

Landfill Business Model Advisory Working Group
Meeting Minutes
December 16, 2010, 6:00 PM, Bourne Middle School, Room 100

2011 JAN 24 AM 8 50
TOWN CLERK'S OFFICE

Present: Don Pickard, Chairman (BOS), John Redman (Fin. Com.), Stanley Andrews (BOH), Dan Barrett (ISWM), Phil Goddard (ISWM), Paul Gately (Bourne Courier).

Attachments: agenda; draft letter to National Grid.

The meeting began at 6:02 p.m.

- Mr. Pickard noted that Mr. Schofield and Mr. Ware had excused absences.
- A motion was made by Mr. Andrews to approve the minutes of the 11/18/10 meeting, with typo corrections. Mr. Redman seconded the motion. All were in favor.
- Mr. Goddard said the ISWM met with National Grid (NG) recently, along with Mr. Aronson and his business partner, Tom Yeransian, to discuss in more detail the possibility of injecting landfill gas into their pipeline. Mr. Goddard then handed out a draft letter to National Grid (NG), prepared by Mr. Aronson, that would come from Mr. Barrett and would address next steps and explain Bourne's position. The letter discussed NG's preparation of a letter of intent that they would like Bourne to sign to justify further expenditure on engineering and feasibility analysis. The letter also makes it clear that odor control is a top priority of the landfill gas collection system. Additionally, NG must accept the gas quality and quantity that Bourne could deliver and must provide the necessary technological improvements to process it to their pipeline standards.
- Mr. Barrett noted that there was discussion of how to ensure odor control is maintained and that one way might be to split the landfill gas collections system into two separately valved systems allowing better control of the wellfield. Mr. Goddard also noted that it was made clear to NG that if an agreement were to move forward, that Bourne would receive compensation for delaying efforts to develop a traditional landfill gas to energy power plant. Mr. Barrett also noted that NG views this project as demonstration project and that we need to ensure that our flare capacity and scrubber are protected.
- Mr. Pickard asked about a timeline for a decision. Mr. Goddard responded that ISWM is also moving forward with air permit modeling efforts and that they are on track to provide the larger group an update on both the NG proposal and power plant options in February.
- Mr. Pickard asked if we had a payment proposal. Mr. Barrett said it's a unique project and that final numbers were not ready yet. Mr. Pickard asked about the size of the parcel needed by NG.

- Mr. Andrews noted that it was about ¼ - 1 acre. Mr. Pickard wondered if the BOH's concerns and role were sufficiently addressed in the letter and Mr. Andrews thought that they were.
- Mr. Pickard asked if this were experimental. Mr. Barrett said it was innovative and would be a scaling down of larger applications of proven technology. Mr. Barrett ensured that he would fully brief the BOH at the appropriate time. Mr. Andrews suggested that final copy be sent to the BOS and BOH. Mr. Pickard offered that they were ready to approve the letter and Mr. Redman and Mr. Andrews agreed it could be sent out.
- Mr. Andrews expressed concern that the speed of any response to a wellfield issue is critical. Mr. Barrett agreed. Mr. Andrews asked who does it normally in an agreement. Mr. Barrett said that it was usually done by the power plant operators. Mr. Andrews noted that NG is a public utility. Mr. Barrett said that shouldn't be a relevant factor. He did note that we need to be cautious as NG was not interested in taking over the wellfield. Mr. Andrews concurred.
- Mr. Barrett said that odor migration issues are key management areas and that NG will tell us if they can run the systems and meet their specs with our gas quality. He also noted that Crapo Hill landfill supplies gas to Commonwealth Management Corp.'s landfill gas to energy plant and that there is natural tension between the gas provider and user, as was also the case at the Taunton landfill. Mr. Andrews commented that perhaps we can take away some lessons learned from those projects.
- Mr. Redman asked if there was a sample agreement. Mr. Barrett said not yet, but we'd get one. He noted that no matter what that environmental precautions would dictate terms and could include bonding assurances. We would also need to keep the gas quality as good as possible. Mr. Andrews noted that would be the same for a traditional power plant. Mr. Barrett said we know industry contacts to get feedback, such as Hank Van Laarhoven and Crapo Hill and Peter Richer at Waste Management.
- Mr. Pickard asked about a timeline for construction. Mr. Goddard noted that they would provide a timeline as part of the next steps. Mr. Barrett said it takes about one year. Mr. Goddard expects to see a draft letter of interest request from NG early next year. Mr. Andrews said that ISWM would still move forward on the air permitting for a gas plant regardless. Mr. Barrett concurred.
- Mr. Goddard noted that Mr. Aronson will attend the next meetings in January and February to talk about the RFP process. He said that spring time is more realistic for an RFP as decisions need to be made about whether or not to modify the site assignment language and/or the Town Charter and that an opinion from Town Counsel is pending. Mr. Pickard noted that ISWM staff should proceed as they feel is best and keep the WG informed and that they would provide support and feedback.

- Mr. Andrews noted that the RFP needs to be clarified in certain sections. Mr. Goddard agreed and noted that it's a significant effort to get it right. The entire process could take months and cost in the range of \$75-100,000. However, Mr. Pickard noted that this could be used as a template for future leases.
- Mr. Gately asked what the process is after the RFP is released. Mr. Barrett said that this would assuredly generate lots of questions which would then be answered and published as addenda. The length of the process varies but they would put a time limit on it as some point. Mr. Redman noted that you may have to amend the original and Mr. Pickard said that a forum might help. Mr. Goddard said that Taunton did this and it was a good example. Mr. Gately wanted to know when it would be issued. Mr. Andrews wanted to know who would review it. Mr. Barrett hesitated to put a date on it but noted that the WG is moving forward without delay.
- Mr. Pickard asked about the Taunton project. Mr. Barrett said Taunton had a specific plan to gasify the MSW but that it didn't work out. They also started by purchasing a parcel of raw land. Mr. Goddard said that all in, Taunton has spent about \$4-5 million. Mr. Barrett said the site is in an industrial park which is a tough site. Mr. Goddard noted that they have rail too.
- Mr. Goddard updated the WG that the Cape Cod Commission Solid Waste Advisory Committee met on December 1 and that a subcommittee of the SWAC met prior to the larger group. Mr. Guerino attended the first meeting with Mr. Goddard and Mr. Goddard attended both. The group made it clear that they wanted performance guarantees and to not be penalized for recycling or composting. Also, a 20 year deal was the preferred option. Mr. Barrett said that not all towns in southeastern MA want a 20 year deal (e.g. Hanover) but that the attorney hired by the CCC was adamant about that term.
- Mr. Goddard said that he and Tom stressed that Bourne has had an impact in the marketplace. The CCC will put out a Request for Expressions of Interest (REI) prior to and RFP to make sure they haven't overlook any options. They all agreed that the most realistic timeframe to make a decision is the spring annual town meeting cycle in 2012.
- Mr. Redman said they wanted a sole source for 20 years. Mr. Barrett said Bourne can look to off-Cape towns if needed and that we are a regional player. Mr. Pickard noted that our timeline might be different than that of the SWAC. Mr. Goddard said that the towns know our assets and capabilities more clearly now and that we are still a player. All options are on the table.
- Mr. Andrews noted that SEMASS manages 1.2 million tons per year. Mr. Barrett said we still work with them on receiving bottom ash. Mr. Pickard asked what the host fee price would be for ash. Mr. Barrett and Mr. Andrews said the same as other waste. Mr. Goddard noted again that we explained clearly how we operate as an enterprise fund and that we may need to make decision in our own interest sooner. Mr. Gately asked if Bourne is in the catbird seat and Mr. Barrett said sure.

- Mr. Goddard confirmed that the next joint BOS, BOH, FC and EAC meeting would be held on Tuesday, Feb. 15th at the Bourne Middle School library. The agenda would go out as the date approaches but would focus on the RFP and gas utilization issues. Mr. Aronson would be there.
- Mr. Andrews asked about the status of the legal opinion that was submitted to Mr. Troy. Mr. Barrett said it was not ready yet but that he would find out a timeline. He noted that a charter change is key to avoid potential confusion. Mr. Pickard said that the Charter Committee has limited powers vs. an elected Charter Commission.
- Mr. Andrews said the RFP process is critical. Mr. Goddard asked for comments from the examples he had sent out including the 2004 ISWM RFP.
- Mr. Redman asked if ISWM had an example of a SEMASS contract. Mr. Barrett said that he had Bridgewater's and that they'd scan it and get it out.
- A motion to adjourn was sought and Mr. Redman made the motion which was seconded by Mr. Andrews. All were in favor. The meeting adjourned at 7:00 p.m.

End