

HMLD Solar Program Guide: Checklist

All paperwork must be filled out in its entirety and all required supporting documentation must be included. Missing information could result in a delay in the approval process.

1. **System Size** - The system should be sized to roughly match the electricity consumption of the home or business where it is being installed. The Facility may not exceed 100% of the customer's needs and will be interconnected and operated in parallel with the Department's electric system. The average residential system size in Massachusetts is 6.3 kilowatts (kW). This size system has the capacity to produce about 9,000 kilowatt hours (kWh) per year. Commercial system sizes vary. Please make note, even though a "Shade Study" is required it will not be taken into consideration when calculating system size/production.
2. **Interconnection Review and Approval**- HMLD must approve interconnection to HMLD's distribution system prior to system installation.

Please send the following documents to: Solar@holdenma.gov

- HMLD Net Metering Facility Application
 - HMLD Interconnection Agreement for Net Metering Service
 - One-Line Diagram
 - Solar Panel Manufacturer's Specifications
 - Inverter Manufacturer's Specifications
 - Copy of Solar Contract between Homeowner and Contractor
 - Financial/Loan Documentation (if applicable)
 - Shade Study
 - Engineering Analysis (if any/available)
 - Application Fee (\$25 for systems <10 kW, \$100 for systems >10.01)
3. **System Installation**- When HMLD has reviewed the submitted application, HMLD will issue an Approval to Proceed Letter.
 - Obtained all required permits and approvals from any other relevant authorities (Wire Inspector/Building Inspector)
 4. **System Inspection**- At the completion of the installation, a site inspection must be performed by the Town's Wiring Inspector and the HMLD.
 - a. HMLD will need a bidirectional meter fee of \$258
 - b. A Solar Permission to Operate (PTO) Letter will then be emailed to the customer.