

Town of Belmont, Massachusetts
GREEN FLEET POLICY

Purpose

Through the implementation of this policy, the Town of Belmont will work to achieve the following goals:

- Increase the average fuel economy of the Town fleet;
- Minimize vehicle miles traveled to the extent operationally feasible;
- Minimize greenhouse gases and conventional air pollution;
- Reduce vehicle size when appropriate;
- Incorporate alternative fuel vehicles into the Town fleet when feasible;
- Reduce the costs of operating and maintaining the fleet; and
- Eliminate vehicles from the Town fleet that are unnecessary or not cost-effective.

Applicability

This policy applies to all departments of the Town of Belmont.

The Green Fleet Policy

- A. All departments shall purchase fuel efficient vehicles for municipal use whenever such vehicles are commercially available, and practicable.
- B. The Town of Belmont shall to the extent practicable operate and maintain its vehicles in a manner that is energy efficient and minimizes emissions of conventional air pollutants and greenhouse gases.
- C. The Town of Belmont shall incorporate alternative fuel vehicles and hybrid vehicles into the municipal vehicle fleet when feasible taking into account acquisition, operating, and maintenance costs, appropriateness for the task, safety, and reliability.

Green Fleet Policy Strategies

In order to accomplish the goals stated in the section above, all departments shall comply with the following practices and procurement procedures:

- A. Each department with vehicles shall maintain a comprehensive vehicle inventory. All departments with vehicles shall submit their vehicle inventory to the Town Administrator's Office in each fiscal year by March 31st of each year. The Town Administrator's Office shall compile the vehicle inventory annually and distribute the comprehensive inventory to all relevant departments by May 31st of each year. The inventory shall be maintained in a manner that is consistent with the Massachusetts Green

Communities guidelines. The Town Administrator's Office will advise other departments as to the fields of data that should be maintained in the inventory and otherwise coordinate the maintenance and compilation of department vehicle inventories.

B. Vehicle Acquisition Procedure

1. All departments, except for the Belmont Light Department, shall obtain the written approval of the Town Administrator before beginning the procurement process to acquire a vehicle. Belmont Light Department vehicles will be subject to review of the General Manager.
2. Prior to beginning the procurement process the department seeking the vehicle shall submit a completed Green Fleet review form to the Town Administrator's Office or, in the case of the Belmont Light Department, to the General Manager. The Town Administrator's Office or the General Manager's Office, as the case may be, may request additional information to assist in its review.
3. The requested vehicles shall comply with the most recent Massachusetts Green Communities Criteria 4 guidelines on fuel efficiency, unless they fall within the exempted category.

C. All Town vehicles shall comply with the state anti-idling law, MGL Ch.90, s.16A, which limits idling to no more than 5 minutes, except in specified cases.

D. Maintain vehicles at optimal efficiency by reviewing current maintenance schedule for all fleet vehicles and increasing maintenance wherever cost-effective benefits will accrue as a result.

Exemptions

Heavy-duty vehicles such as fire trucks, ambulances, heavy-duty trucks and vans and public works trucks are exempt from this criterion. Police cruisers are also exempt from this criterion. However, (city/town/school district/other local entity name) commits to purchasing fuel-efficient cruisers when they become commercially available and practicable. Police Department administrative vehicles must meet fuel-efficient requirements unless they are also used as police cruisers.

DEFINITIONS

Combined City and Highway MPG (EPA Combined fuel economy): Combined Fuel Economy means the fuel economy from driving a combination of 43 percent city and 57 percent highway miles and is calculated as follows:

$$\text{Combined City and highway MPG} = \frac{1}{\left(\frac{0.43}{\text{CityMPG}}\right) + \left(\frac{0.57}{\text{HighwayMPG}}\right)}$$

Drive System: The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

- AWD = All Wheel Drive: four-wheel drive automatically controlled by the vehicle power train system

- 4WD = 4 Wheel Drive: driver selectable four-wheel drive with 2-wheel drive option
- 2WD = 2-wheel Drive

Heavy-Duty Vehicle: A heavy-duty vehicle is defined as a vehicle with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds.

Policy Approved by:

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Belmont Board of Selectmen

Date issued: October 17, 2014