

# TOWN OF BURLINGTON

## FUEL EFFICIENT VEHICLE POLICY

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| <b>Board of Selectmen Approval Date:</b> | June 24, 2019   |
| <b>School Committee Approval Date:</b>   | August 20, 2019 |
| <b>Effective Date:</b>                   | Upon approval   |

The Burlington Board of Selectmen and the Burlington School Committee have approved the following Fuel Efficient Vehicle Policy (“Policy”) to govern the replacement of all non-exempt municipal vehicles with fuel-efficient vehicles, as defined below.

### POLICY STATEMENT

In an effort to reduce the Town of Burlington’s fuel consumption and energy costs, the Board of Selectmen and the School Committee hereby adopt a policy to purchase only fuel-efficient vehicles to meet this goal.

### PURPOSE

To establish a requirement that the Town of Burlington purchase only fuel efficient vehicles for municipal and local public school use whenever such vehicles are commercially available and practicable.

### APPLICABILITY

This Policy applies to all divisions and departments of the Town of Burlington.

### 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:

$$=1/((0.43/City\ MPG)+(0.57/Highway\ MPG))$$

**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: 4 -wheel drive automatically controlled by the vehicle power train system

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

**Heavy-duty vehicle:** A vehicle with a manufacturer’s gross vehicle weight rating (GVWR) of more than 8,500 pounds.

**GUIDELINES**

All departments/divisions shall purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

The Town of Burlington will maintain an annual vehicle inventory for ALL vehicles and a plan for replacing any non-exempt vehicles with vehicles that meet, at a minimum, the fuel efficiency ratings contained in the most recent guidance for Criterion 4 (or any replacement of Criterion 4 which sets out vehicle fuel efficiency ratings) published by the MA Department of Energy Resources’ Green Communities Division.

It is the responsibility of the Town of Burlington to check the Green Communities Division’s Guidance for Criterion 4 for updates prior to ordering replacement vehicles.

**Exemptions**

- Heavy-duty vehicles: examples include fire-trucks, ambulances, and some public works trucks that meet the definition of heavy-duty vehicle
- Police cruisers, passenger vans and cargo vans are exempt from this criterion since fuel-efficient models are not currently available. However, the Town of Burlington and its School Committee commit to purchasing fuel-efficient police cruisers, passenger vans and cargo vans when they become commercially available. Police and fire department administrative vehicles are NOT exempt and must meet fuel-efficient requirements.

**Inventory**

The following information will be included in the vehicle inventory list (Attachment A), which shall be updated on an annual basis and provided to the Green Communities Division.

NOTE: Departments/Divisions may use EPA combined MPG estimates or actual combined MPG.

| Model | Make | Model Year | Year/month Purchased | Drive System:<br>2 WD, 4WD or AWD | > 8500 pounds?<br>(Y or N) | Exempt or non-exempt | MPG Rating | Vehicle Function |
|-------|------|------------|----------------------|-----------------------------------|----------------------------|----------------------|------------|------------------|
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**FUEL EFFICIENT VEHICLE REPLACEMENT PLAN**

All non-exempt vehicles shall be replaced with fuel-efficient vehicles that adhere to the most recent Green Communities Criterion 4 Guidance (or any replacement Criterion 4 which sets out vehicle fuel efficiency ratings). Vehicles shall be replaced when they are no longer operable and will not be transferred from one municipal department to another unless the recycled replacement vehicle meets the fuel efficiency ratings outlined in the Policy. In addition, when replacing exempt vehicles, the function of the vehicle will be reviewed for potential replacement with a more fuel-efficient vehicle, including a fuel-efficient non-exempt vehicle.

The Town of Burlington will review on an annual basis the Vehicle Inventory, along with the Green Communities Criterion 4 Guidance (or any replacement of Criterion 4 which sets out vehicle fuel efficiency ratings), to plan for new acquisitions as part of planning for the new fiscal year budget.

**QUESTIONS / ENFORCEMENT**

All other inquiries should be directed to the department/division responsible for fleet management and/or fleet procurement. This Policy shall be enforced by the Executive Director and/or her designee(s).

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Paul F. Sagarino, Jr.  
Town Administrator Printed

Martha A. Simon  
School Committee Printed

Paul F. Sagarino  
Town Administrator Signed

Martha A. Simon  
School Committee Signed

June 24, 2019  
Approval Date

8/20/19  
Approval Date