

Town of Reading / Reading School District	
<b>FUEL EFFICIENT VEHICLE POLICY</b>	
Effective Date	TBD
Revisions	None
Select Board Approval Date	TBD
School Committee Approval Date	TBD

**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:** Vehicles with a manufacturer’s gross vehicle weight rating (GVWR) of more than 8,500 pounds

**POLICY STATEMENT**

In an effort to reduce the town and school district’s fuel consumption and energy costs the Select Board hereby adopts a policy to purchase only fuel efficient vehicles to meet this goal.

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## **PURPOSE**

To establish a requirement that the town and school district purchase only fuel efficient vehicles for municipal/school use whenever such vehicles are commercially available and practicable.

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## **APPLICABILITY**

This policy applies to all divisions and departments of the town and school district. It applies to road-worthy passenger vehicles, pick up and utility trucks, and SUVs. It does not apply to specialized equipment or off-road vehicles.

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## **GUIDELINES**

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

The town and school district 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 published by the MA Department of Energy Resources' Green Communities Division.

It is the responsibility of the town and school district 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.
- As of the adoption date (above) police cruisers are exempt from this criterion due to lack of widespread availability. However, we commit to purchasing fuel efficient police cruisers, when they become commercially available. Police and fire department administrative vehicles are NOT exempt and must meet fuel efficient requirements.

### ***Inventory***

The following information shall be included in a vehicle inventory list and said list shall be updated on an annual basis and provided to the Green Communities Division: *see Attachment A: Reading Vehicle Inventory*

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

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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. Vehicles shall be replaced when they are no longer operable and will not be recycled from one municipal department to another unless the recycled replacement is more efficient than the vehicle it is replacing. 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 and school district will review on an annual basis the Vehicle Inventory, along with the Green Communities Criterion 4 Guidance, to plan for new acquisitions as part of planning for the new fiscal year budget.

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## **QUESTIONS / ENFORCEMENT**

All other inquiries should be directed to the department/division responsible for fleet management and/or fleet procurement. This policy is enforced by the Chief Administrative Officer and/or his/her designee(s).

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