



## **TOWN OF BEDFORD**

### **Agenda for Special Town Board Meeting**

**March 31, 2016 at 2:30 PM**

**Courtroom, Town Offices**

**321 Bedford Road, Bedford Hills New York 10507**

2:30 PM    CALL TO ORDER  
             PLEDGE OF ALLEGIANCE

1. Request Authorization to Supervisor to submit \$250,000 grant application to NYSERDA under NYSERDA's "Cleaner, Greener Communities (CGC) Program, Phase II Implementation Grants, Round 3" Toward Costs for LED Streetlight Retrofit
2. Resolution Renewing \$50 Discount for Annual Parking Permits at Commuter Lots for Hybrid and Electric Vehicles
3. Proposed Vehicle Fleet Efficiency Policy
4. Resolution Pursuant to Section 72 of the Civil Service Law
5. Executive Session (lease negotiations; litigation)

## RESOLUTION

### **Special Town of Bedford Incentive for Hybrid and Electric Vehicles**

WHEREAS, the Town of Bedford has adopted its Climate Action Plan as a chapter in the Town Comprehensive Plan; and

WHEREAS, the Town has installed electric vehicle charging stations in Lot 1, Lot 1A and Lot 4 of the commuter parking lots; and

WHEREAS, pursuant to the Climate Action Plan, the Town Board adopted on November 21, 2007 its commitment to reduce by 20% by the year 2020 Greenhouse Gas (GHG) emissions in the Town of Bedford; and

WHEREAS, pursuant to the Climate Action Plan and its GHG reduction goals the Town Board adopted on March 31, 2009 an incentive for hybrid and electric vehicles consisting of a \$50 discount for annual resident parking permits in the commuter lots for permit holders owning such vehicles; and

WHEREAS, the aforementioned incentive for hybrid and electric vehicle ownership has continued uninterrupted since its adoption, and the Town Board wishes to formally re-affirm the incentive policy.

**WHEREAS, the aforementioned incentive for hybrid and electric vehicle ownership promotes the use and development of alternative fuel supply infrastructure in the designated zones.**

NOW THEREFORE, be it resolved that the Town Board of the Town of Bedford hereby directs the Parking Bureau of the Town of Bedford to continue to provide a \$50 discount in the

annual resident parking permit fee in the commuter lots for any resident providing proof of ownership of a hybrid or electric vehicle.



## TOWN OF BEDFORD VEHICLE FLEET EFFICIENCY POLICY April 2016

### I. STATEMENT OF PURPOSE

- (a) The total gasoline and diesel fuel bill in 2015 for the Town of Bedford was \$ \_\_\_\_\_ representing \_\_\_\_\_ gallons of gasoline and \_\_\_\_\_ gallons of diesel fuel, and without change in the composition or fuel efficiency of the Town's vehicle fleet and without fuel efficiency measures, it is projected that quantity of gasoline and diesel fuel will not decrease.
- (b) Public agencies and/or departments in the Town of Bedford operate vehicle fleets that account for approximately percent of the Town's total energy bill.
- (c) The Town of Bedford recognizes that energy use associated with the operation of its motor vehicle fleets exacerbates local air quality problems and results in greenhouse gas emissions that contribute to global climate change.
- (d) The Town of Bedford recognizes that its agencies and/or departments have a significant role to play in improving local air quality and reducing greenhouse gas emissions by improving the energy efficiency of its Fleet and reducing emissions from fleet operations.
- (e) The Town of Bedford recognizes that improving the energy efficiency of its fleet can lead to significant long-term monetary savings.
- (f) The Town of Bedford wishes to exercise its power as a participant in the marketplace to ensure that purchases and expenditures of public monies are made in a manner consistent with the policy of improving local air quality and reducing greenhouse gas emissions.
- (g) The Town of Bedford wishes to establish a "Green Fleet" policy addressing the management, operation, and procurement of fleet vehicles under the control of the Town in order to improve vehicle fuel efficiency and reduce greenhouse gas emissions.

### II. DEFINITIONS

- (a) "Passenger Vehicle" means any motor vehicle designed primarily for the transport of persons and having a design capacity of twelve persons or less.
- (b) "Light Duty Truck" means any motor vehicle, with a manufacturer's gross vehicle weight rating of 6,000 pounds or less, which is designed primarily for purposes of transport of property or is a derivative of such a vehicle, or is available with special features enabling off-street or off-highway operation and use.
- (c) "Medium Duty Vehicle" means any vehicle having a manufacturer's gross vehicle weight rating of 14,000 pounds or less and which is not a light-duty truck or passenger vehicle.

- (d) "Heavy Duty Vehicle" means any motor vehicle, licensed for use on roadways, having a manufacturer's gross vehicle weight rating greater than 14,000 pounds.
- (e) "Zero-Emission Vehicle" means: (i) any motor vehicle that produces zero exhaust emissions of all criteria pollutants, as defined by 17 California Code of Regulations § 90701(b), (or precursors thereof) under any and all possible operational modes and conditions; or (ii) any vehicle that has been certified by the California Air Resources Board as a zero-emission vehicle.
- (f) "Super Ultra-Low Emission Vehicle" means any motor vehicle that meets or exceeds the standards set forth in 13 California Code of Regulations § 1960.1 for Super Ultra-Low Emission Vehicles (SULEV).
- (g) "Ultra-Low Emission Vehicle" means any motor vehicle that meets or exceeds the standards set forth in 13 California Code of Regulations § 1960.1 for Ultra-Low Emission Vehicles (ULEV).
- (h) "Low Emission Vehicle" means any motor vehicle that meets or exceeds the standards set forth in 13 California Code of Regulations § 1960.1 for Low Emission Vehicles (LEV).
- (i) "Electric Drivetrain Vehicle" means any vehicle that employs an electric drivetrain and motor as its primary means of motive force. The vehicle can be powered by fuel cells, electric batteries, petroleum- or alternatively-fueled electric generators, or any combination thereof.
- (j) "Alternative Fuel" means any fuel that is substantially non-petroleum in nature, is not gasoline or diesel, and is defined as an alternative fuel by the U.S. Department of Energy through the authority granted it by the Energy Policy Act of 1992.
- (k) "Bi-Fuel Vehicle" means any motor vehicle designed to operate on two (2) fuels, one of which is an alternative fuel, but not on a mixture of fuels.

### **III. FLEET INVENTORY**

(a) In order to establish a baseline of data so that the "Green Fleet" policy can be established, implemented, and monitored, each department and/or agency fleet manager shall develop an inventory and analysis of the fleet vehicles within that department or agency as of the close of fiscal year. This inventory shall include:

- 1) Number of vehicles classified by the model year, make, model, engine size, vehicle identification number (VIN), drivetrain type (2-wheel drive or 4-wheel drive), and the rated vehicle weight and classification (light-duty, medium-duty, heavy-duty);
- 2) Miles per gallon (or gallon equivalent) per vehicle;
- 3) Type of fuel (or power source, e.g., electricity) used;
- 4) Average cost per gallon (or gallon equivalent) of fuel;
- 5) Average fuel cost per mile;
- 6) Annual miles driven per vehicle;
- 7) Total fuel (or power) consumption per vehicle;

8) Vehicle function (i.e., the tasks associated with the vehicle's use);

(b) Fleet managers from Town departments and/or agencies shall be responsible for providing these baseline data in a reliable and verifiable manner. The data will be submitted to the "Green Fleet" Committee established in Section VI for use in measuring progress toward the goals outlined in Section IV below.

#### **IV. THE "GREEN FLEET" POLICY**

(a) It shall be the policy of the Town of Bedford to purchase, lease, or otherwise obtain the most energy efficient and cost effective vehicles possible that meet the operational needs of the department or agency for which the vehicles are intended.

(b) It shall be the policy of the Town of Bedford to purchase vehicles that are appropriately sized for the purposes to which they are intended to serve. This means not purchasing larger or smaller vehicles than are necessary to meet the needs of the department.

(c) It shall be the policy of the Town of Bedford to manage and operate its fleet in a manner that is energy efficient and minimizes emissions.

(d) In consultation with its Department Heads, the Town of Bedford shall establish a reasonable commitment to decreasing energy expenditures for its vehicle fleet beginning in calendar year 2017 with such decrease being proportionately adjusted based upon changes in the composition and quantity of vehicles constituting the fleet. Such decrease also will be adjusted for inflation and relative to the baseline data established for year 2016 through the fleet inventory taken in compliance with Section III above.

(e) In consultation with its Department Heads, the Town of Bedford shall establish a reasonable commitment to the percentage reduction of emission of carbon dioxide (CO<sub>2</sub>) from its fleet relative to the baseline data established for year 2016 in the fleet inventory taken in compliance with Section III above. Such decrease will be proportionately adjusted based upon changes in the composition and quantity of vehicles constituting the fleet and will be adjusted for inflation and relative to the baseline data established for year 2016 through the fleet inventory taken in compliance with Section III above.

#### **V. "GREEN FLEET" POLICY STRATEGIES**

(a) In order to accomplish the goals stated in Section IV above, the Town of Bedford shall modify procurement procedures, implement policies, conduct reviews, and take other actions as outlined in sub-sections (b) through (i) below.

(b) Include a minimum efficiency standard in miles per gallon (or gallon equivalent) for each vehicle class for which the Town has a procurement specification for and include such a standard in any new vehicle procurement specification.

(c) Include a minimum emissions standard for each vehicle class for which the Town has a procurement specification and include such a standard in any new vehicle procurement specifications. This emission standard shall be based on the California Air Resources Board (CARB) designations of LEV, ULEV, SULEV, and ZEV.

(d) Ensure that a minimum of percent of the passenger vehicles purchased, leased, or otherwise obtained within a fiscal year by the Town of Bedford are zero-emission vehicles. Zero-emission vehicles

purchased, leased, or otherwise obtained that qualify in another vehicle weight class may, for the purposes of this requirement, qualify as a passenger ZEV on a one vehicle for one vehicle basis.

(e) Review all vehicle procurement specifications and modify them as necessary to ensure that the specifications are written in a manner flexible enough to allow for the purchase or lease of alternatively fueled or electric drivetrain vehicles.

(f) Review every new vehicle purchase requests and modify them as necessary to ensure that the vehicle class to which the requesting vehicle belongs is appropriate for the duty requirements that the vehicle will be called upon to perform.

(g) Review the fleet inventory taken in Section III above to identify older vehicles that are used infrequently (or not at all), as well as those vehicles that are disproportionately inefficient, and schedule their elimination or replacement.

(h) Implement an anti-idling policy prohibiting Town employees from idling Town-owned or operated vehicles for more than five minutes; exempting police and emergency personnel.

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

## **VI. MONITORING THE "GREEN FLEET" POLICY**

- (a) In order to ensure compliance with the goals outlined in Section IV above, each Department Head will monitor and report to the Town Board on an annual basis the performance of its respective vehicle fleet with regard to this Green Fleet Policy.
- (b) On an annual basis as part of its report to the Town Board, Department Heads will propose any further actions to help fulfill the goals under this Green Fleet Policy.

## RESOLUTION

**BE IT RESOLVED**, that based upon a review of information pertaining to the ability of Employee # 098864 to perform the duties of his position, the Board of Trustees of the Town of Bedford ("Board") hereby determines that there is probable cause to believe that the continued presence of Employee # 098864 on the job represents a potential danger to persons or property and/or would severely interfere with operations and, accordingly, hereby places Employee # 098864 on an involuntary leave of absence effective March 29, 2016, pursuant to Section 72 of the New York State Civil Service Law; and

**BE IT FURTHER RESOLVED**, that the Board hereby directs Employee # 098864 to undergo a medical examination to be conducted by a medical officer selected by the Westchester County Department of Human Resources in accordance with Section 72 of the New York State Civil Service Law.