



WESTFORD ELECTRIC VEHICLE (EV) CHARGING STATIONS WORKING GROUP Meeting of January 18, 2022

Approved on 02/10/2022

A meeting of the Westford Electric Vehicle (EV) Charging Station Working Group (EVWG) was held at 6:30 PM on January 18, 2022, virtually via Zoom.

The following WG members were present: Chauncey Chu, Jerimy Arnold, Gerry DiBello, Bob Shaffer, Tom Teller

Town Staff present: Sierra Pelletier, Assistant Planner

1. Call to Order

- The meeting was called to order at 6:31pm.

2. Old/New Business

- Tom commented that the car charging equipment for Town Hall arrived. The chargers will be installed beginning January 19th.
- Chauncy asked members if they wanted to change the name of our Committee. All members agreed to keep the name we have.

3. Update on Addition of Any New Members

- Gerry contacted Bill Harman, Chair of the Healthy Westford Committee, and asked if a member of his Committee would serve as a representative on our Committee. Bill has no volunteers available to join us. Chauncey commented that the same situation applied to the Economic Development Committee; they too have no volunteers available.
- Chauncey will contact Westford business groups for volunteer Committee representatives.

4. Discuss Planning Board Purpose No. 1 - Tom Teller

- Fleet electrification - Tom reported that he and Eric (Assistant Town Manager) met with a National Grid fleet electrification advisor who will analyze a list provided by Eric detailing Westford's current vehicle fleet. After the analysis is complete, National Grid will provide a report highlighting the impact of electrification on the town's fleet over a period of years. The impacts include fuel costs, operational and maintenance costs, and carbon footprints.
- Number of EVs registered in Westford: Tom noted that because of the method used by the Tax Assessor's office to track vehicles registered in Westford, there is no way to determine exactly how many EVs are registered. He was able to ascertain that from 2014 to 2022, 223

EVs received the rebate offered by the state for purchasing an EV or hybrid. Since not everyone receives the rebate, this data is incomplete.

- Chauncey noted that EV sales projections, in general, show that sales are increasing.
- Bob asked where the best places are in Westford to add EV chargers. He feels that we should provide chargers in underserved locations.

5. Discuss Roadmap Goal No. 6 (B3) - Gerry DiBello

- Gerry did a web search to find a U.S. town or city that had passed zoning legislation which mandated the installation of EV chargers in its bylaws. Gerry found a zoning bylaw passed in late 2021 by Franklin Township in New Jersey. He noted that the language in the bylaw seemed to provide a good guideline to help craft a Westford zoning bylaw. Copies of the bylaw were not available at the meeting but Gerry will provide them for the next meeting.

6. Integrate Work Plan and Roadmap Goals/Actions - Chauncey Chu

- Chauncey noted that the Working Group's goals are in line with Westford's Climate Roadmap V1. Applicable sections, with specific goals, were noted.
- **Roadmap section T2** : "Provide Westford with electric vehicle supply equipment (EVSE), commonly referred to as EV charging stations, infrastructure to support transition to electric vehicles." The goal for the Working Group will supplement this portion of the Roadmap with its findings of the need and demands of EVSE.
- **Roadmap Town and Schools section**: "Establish plans and timeline to require or incentivize installation of publicly available electric vehicle supply equipment (EVSE), commonly referred to as EV charging stations, to promote the use of low/zero-carbon vehicles" The Working Group will review current building/zoning regulations and suggest changes to either require or incentivize installations, e.g., parking space regulations, in conjunction with the state's building code. The group should be consistent for both existing and new development.
- **Roadmap Residents section**: "Partner with EV information resources, EV advocacy groups, and EV charging vendors to assist residents in the investigation and acquisition/installation of Level 2 EVSE of for home use." The Working Group will provide a "Best Practices" resource list with sources of funding, tax incentives and grants; brand names; estimated costs; examples of successful installations; etc.
- Bob commented that we need to examine our current zoning regulations and decide what sections need changes. We must look at both multi-family and commercial bylaws.
- Bob made the request to Sierra to send a link or links to the current bylaws to all the Working Group members. He also outlined some of the steps in the process to make zoning bylaw changes. Any suggested changes that come from our Working Group will have to be reviewed by the Planning Board.

7. Review Charging Stations Information from Manufacturers and/or Government Sources - Jeremy Arnold

- Jerimy presented a chart from a white paper “Charging Up America: Assessing The Growing Need for U.S. Charging Infrastructure Through 2030.” According to the data, existing charging infrastructure will have to grow 6 to 10 times from the currently installed infrastructure.
- Currently installed public chargers show an average usage of 1 to 2 hours per day. By 2030 usage will go to 6 to 7 hours per day because of the projected increase in electric vehicle ownership. What the data shows is that as the amount of EVs increases, there is less chance of finding a charger not in use unless more charging infrastructure is built.
- Chauncey questioned: Can we use the white paper data to project the charger needs for Westford? How many chargers would be needed for all uses? Also, will the current electric grid infrastructure support all these new chargers?
- Committee members listed where public chargers are currently available in Westford: Chili’s restaurant, the 99 restaurant, Hampton Inn, and Marriott Residence Inn. Private chargers are at Juniper Networks, Red Hat, and Princeton Apartments. Soon, chargers will be available at Town Hall, Abbott Middle School and Westford Academy. It should be noted that all available chargers are the level 2 type.
- **Action Item** - Gerry and Tom volunteered to research data to determine if the electrical grid will support the projected growth in chargers for Westford.
- **Action Item** – Chauncey will organize and finalize Group objectives.

8. Set Date and Time and Scribe for Next Meeting

- Next meeting was set for Tuesday, February 8, 2022* at 6:30pm to be held virtually via Zoom. Meeting scribe will be Jerimy.

9. Approve minutes: November 09, 2021; December 07, 2021

- The minutes for November 09, 2021 and December 07, 2021 were approved unanimously.

10. Adjournment

- The Group voted unanimously to adjourn at 7:41pm.

Respectfully submitted,
 Gerald DiBello
 1/26/2022

*The next meeting is Thursday, February 10, 2022 at 7:00pm, as set following the above meeting upon discovery that a member would be unavailable on February 8th.