



**Town of Westport Policy on Use of Electric Vehicle Charging Stations  
on Town-owned and/or Town-operated Property**

As approved by the BOS on December 13, 2023

The purpose of this policy is to ensure efficient, equitable and effective utilization of Electric Vehicle (“EV”) Charging Stations (“EV Charging Stations” or “Chargers”) in the Town of Westport while promoting environmental sustainability.

This policy is intended to benefit EV drivers and those who share the Town-provided Charging Stations located on Town-owned and/or Town-operated Property. It aims to keep the charging process fair, secure, and accessible to all users. All are required to comply with this policy to promote responsible use of Town-provided EV Charging Stations located on Town-owned or Town-operated property throughout Westport.

With the exception of the Railroad Parking Lots, Public EV Parking Spaces are designated as 3-hour parking.

**1. Charging Station Locations/Access to Public EV Charging Stations**

<b><u>Location</u></b>	<b><u>Address</u></b>	<b><u># Public Access</u></b>
Westport Town Hall	110 Myrtle Ave	two (2)
Westport Library Upper Parking Lot	20 Jesup Road	two (2)
Baldwin Parking Lot	Elm Street	twelve (12)
Center for Senior Activities (CSA)	21 Imperial Avenue	one (1)

<b><u>Railroad Stations</u></b>		<b><u>Public Access</u></b>
Saugatuck	Lot # 1	seven (7) (Permit Holders ONLY)
Saugatuck	Lot # 3	six (6) (2 Permit Holder ONLY, 2 Daily Pass, 2 TBD)
Greens Farms	Lot # 1	two (2) (Permit Holder or Daily Pass)
Greens Farms	Lot # 2	one (1) (Permit Holder or Daily Pass)

- a.** Charging Stations will be provided for EVs on a first-come, first-served basis.
- b.** If all the Charging Stations are occupied, users will be required to wait for the next available Charging Station.
- c.** Users must be mindful of charging time and limit it to a maximum of 3 hours to allow others to use them, with exceptions at the Greens Farms and Saugatuck Railroad Stations.

**d.** Charging Station spaces may not be used for routine EV or combustible engine parking. Users must utilize the Charging Station to charge upon parking in the parking space.

## **2. Fees and Payment**

*Town Hall, Library, Baldwin, Center for Senior Activities:*

**a.** Fees for charging EVs will be set at 35 cents per kwh for the first three (3) hours. After 3 hours and a 15-minute grace period, users will be charged an idling fee of ten (\$10) dollars per hour. This will discourage individuals from occupying Charging Spaces beyond 3 hours.

*Saugatuck & Greens Farms Railroad (RR) Stations:*

**b.** All Charging Stations located at the Greens Farms and Saugatuck RR stations ONLY will be on a separate plan from those at other locations in Town. Fees for charging EVs at the RR Stations will be set at 35 cents per kwh. No idling fee will be assessed due to the nature of individuals utilizing the Charging Stations at the RR Stations for commuting and for holding a RR Parking Permit or Daily Pass.

*All Locations*

**a.** Payment will be made through the network by scanning the QR code on the charging unit and following the instructions provided. In addition, users may submit payment through a third-party application providers currently utilized for EV charging.

**b.** Users will be required to pay any associated fees according to the rate that has been agreed upon by the users with the third-party provider. The Town is not responsible for transactions between EV Charger users and third-party providers.

## **3. Safety and Security**

**a.** Users must use professionally designed and EV manufacturer-approved connectors to ensure safety and avoid damage to the Charging Stations. Users may not tamper with electrical connections in any way.

**b.** Users will be held accountable for any damage done to a Charging Station or any other user's vehicle caused by their actions.

**c.** Any safety or security-related incidents or concerns must be reported to Westport Police Department immediately at 203-341-5000.

## **4. Fines and Penalties**

**a.** Only a plug-in hybrid EV or a battery EV may utilize Charging Stations. Individuals operating an internal combustion engine vehicle parking in public EV parking spaces reserved for EVs may be issued an infraction.

**b.** EVs and non-EVs that are improperly parked or occupying multiple spaces may be issued an infraction.

**5. EV Charger Regulations**

**a.** All EV drivers must comply with local, state, and federal regulations regarding the parking of EVs and the use of Charging Stations.

**b.** The Town will regularly assess the usage and performance of Charging Stations, charging patterns, and user feedback. Based on collected data, the Town will make informed decisions to reflect changes in technology, best practices, and applicable laws and regulations.