

Town of Ridgefield
Parking Authority Meeting
November 21, 2024 – 8:00 a.m.
Town Hall Lower Level Small Conference Room, 400 Main Street, Ridgefield, CT
MEETING MINUTES - UNAPPROVED/UNREVISED

Members present: J. Wilmot, E. Burns, M. Recck

Members absent: None

Also Present: L. Yarrish, Parking Enforcement Officer

Chairman Recck called the meeting to order at 8:03 a.m.

1. Approval of minutes from October 17, 2024 (regular meeting). Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 10/17/24. Motion passed 3 – 0. Approval of minutes from October 31, 2024 (special meeting). Ms. Wilmot moved, and Mr. Recck seconded, approval of minutes for 10/31/24. Motion passed 3 – 0.
2. Parking Enforcement Officer report. Mr. Yarrish reported that the lines in the lots managed by the town will be re-striped starting this weekend by contractor Fairfield County Line Striping, weather permitting. He also reported that the 3-hour spaces in the Bailey Avenue lot are almost entirely taken up by employees of nearby businesses. The 3-hour limit allows the employees to more easily move their vehicles once during their shifts and avoid tickets, defeating the purpose of the time limits which are to ensure adequate parking for patrons and customers of downtown businesses. There is more than adequate parking available in the all-day Governor Street lot for these employees. Ms. Burns made the following motion:

The two rows of 3-hour parking in the town-owned Bailey Avenue lot shall be changed to 2-hour limits, effective Monday, December 9, 2024.

Ms. Wilmot seconded the motion. Motion passed 3 – 0.

Mr. Recck will write a notice of this change to be incorporated in the town's weekly News Alert email, and Ms. Burns will also send it to the Chamber of Commerce for inclusion in their weekly newsletter.

3. CVS/USPS lot discussion
 - a. USPS follow up with Sen. Blumenthal. No further updates.
 - b. License agreement amendment. No progress.
4. Review draft agreements
 - a. Regency Centers, 404-424, 424R & 426 Main Street. Ms. Burns has not yet initiated this project due to time constraints. She will work on this after the holidays. However, the PA will include a notice that **Landlord** permit holders are not allowed to park in the town-owned Bailey Avenue lot beyond the posted time limits in the letter regarding the 3 hour time limit change.
 - b. Fairfield County Bank Insurance Services, 401 Main Street. Mr. Recck met with representatives of FCIS on November 7 to discuss the license agreement. They counter-proposed 11 landlord permits and 2 town permits, with 2 spaces designated

as no permit parking. The PA discussed this proposal, considering the location of the lot and its small size, and agreed to revise the agreement to reflect this change. Ms. Burns will correct the exhibit to the License agreement and forward to Mr. Recck for Mr. Marconi's review and signature.

5. 440 Main Street/Willett.

Mr. Beswick terminated the License agreement with the town in an email due to a mis-interpretation by the town regarding the town's obligations under the Agreement regarding re-striping the lot. Mr. Beswick hired a company to do the re-striping for ADA compliance because he was informed by the town that it was his responsibility. The PA agreed with Mr. Beswick's interpretation, and he subsequently verbally reversed his decision to terminate the agreement, and intends to submit a proposed revised agreement to clarify responsibilities under the agreement. The town will reimburse Mr. Beswick for the costs he incurred for re-striping and new signage. Monitoring of the lot continues under the existing agreement.

6. Parking Data review. Branchville train station daily parking fees were up 42% over October numbers (173 vs 122). Violations in the Central Business District (206) were up 31%, with the majority being overtime violations.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 8:54 a.m. Motion approved 3 – 0.

Respectfully submitted,

Ellen Burns