

Town of Ridgefield
Parking Authority Meeting
August 21, 2025 – 8:00 a.m.
Town Hall Small Conference Room, 400 Main Street, Ridgefield, CT
MEETING MINUTES – APPROVED

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 8:04 a.m.

1. Approval of minutes from July 24, 2025. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 7/24/25. Motion passed 3 – 0.
2. Parking Enforcement Officer report. Mr. Yarrish reported that it has been quiet in town with so many people on vacation. The signage for the Donnelly lot are being updated with the re-paving and ADA compliance work having been completed. The FCB signs are still up in the Donnelly side of the lot. Mr. Recck emailed Mr. Gustavson a request that they be removed and a copy was given to Mr. Donnelly.
3. Continuation of CVS/USPS lot discussion. No update.
4. Regency Centers, 404-424, 424R and 426 Main Street. Ms. Burns distributed a proposed draft agreement, which was discussed and reviewed by the members. The agreement will be updated and shared with the members before finalizing and sending to Regency.
5. Parking data review.
 - a. Mr. Recck shared data from HR showing the FY 6/30/25 and 6/30/24. The reports showed an increase in Branchville daily parking of 9%. Violations in total declined by 14%. Mr. Yarrish shared budget vs. actual data. The revenue from tickets paid (not issued) declined 10%. Mr. Yarrish explained that the expenses are not comprehensive since some costs are allocated from the highway department. The consensus of the PA was to not pursue an increase in parking fines until we have a fuller picture of actual expenses.
6. Other business: The on-going issue of parking for downtown businesses whose customers require longer than 2-hour parking and the elimination of the 3-hour parking spaces in the Bailey Avenue lot was discussed. Various solutions were considered and will be discussed at a future meeting. Mr. Recck will request that HR provide us with an updated list of permits sold in downtown lots for the next meeting.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 9:06 a.m. Motion approved 3 – 0.

Respectfully submitted,
Ellen Burns