

Town of Ridgefield
Parking Authority Meeting
May 15, 2025 – 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 8:01 a.m.

1. Approval of minutes from April 17, 2025. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for April 17, 2025. Motion passed 3 – 0.
2. Parking Enforcement Officer report.
 - a. Mr. Yarrish reported the Donnelly lot will be re-striped this week, weather permitting.
 - b. The Town has hired 3 people to help with enforcement in the CVS lot during the summer CHIRP concerts Ballard Park. CHIRP will be billed for the cost of enforcement.
 - c. Mr. Yarrish reported that the landscaper's truck has been removed from the CVS lot.
 - d. Mr. Yarrish recommended an increase in parking violation fines from \$15.00 to \$20.00 for all violations currently at \$15.00. These include overtime violations, parking more than 12" from the curb, parking over the lines, parked in 2 spaces, blocked driveway, obstructing sidewalk, no landlord permit, parking in an EV space without charging, parking in more than one space, parking in the BTS lot permit only area with no permit, etc. He also recommended a fine of \$50.00 for parking the wrong way (ie car facing south in a space on the east side of Main Street) and a \$30.00 fine for double parking – this would include parking in the travel lane and motorcycles parking in a space where a car is already parked. Mr. Yarrish presented the comparative fines from New Milford, Danbury, Norwalk, Stamford, Darien and New Canaan, and the increase to \$20 is in line with the lowest in those towns. The costs to the town for enforcement have increased. Increasing the fines as recommended will generate an estimated additional \$10,000 to help cover the additional costs. Parking enforcement is not a profit center – it's meant to break even and cover the costs

Mr. Recck moved, and Ms. Burns seconded, to increase the violation fines and add the new fines, effective July 1, 2025. The motion was approved 3 – 0.
3. CVS/USPS lot discussion
 - a. USPS follow up with Senator Blumenthal. No update.

4. Review draft agreements

- a. Regency Centers, 404-424, 424R & 426 Main Street. Further discussion was held regarding the proposal to be made to Regency. Ms. Burns will draft a proposal and share with the members before sending to Regency.
- b. Fairfield County Bank Insurance Services, 401 Main Street. Agreement has been signed by both parties.

5. Parking data review.

Violations and BTS daily parking were relatively unchanged in April vs. March.

6. Other business. Mr. Yarrish reported that the town government (on Main Street and the Annex) will be working a 4-day week, with both building closed on Fridays, on a 4-month trial basis. The office hours will be 8 am to 5:30 pm, Monday to Thursday, starting in mid-June. Parking enforcement hours will remain unchanged.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 8:50 a.m. Motion approved 3 – 0.

Respectfully submitted,
Ellen Burns