

**Town of Ridgefield
Parking Authority Meeting**

April 16, 2026 – 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 8:15 a.m.

1. Approval of minutes from March 19, 2026. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 3/19/26. Motion passed 3 – 0.
2. Parking Enforcement Officer report. Mr. Yarrish reported that Town Hall will be issuing all new, color-coded Landlord permits because too many have gone missing. New permits will be issued for the CVS, Donnelly and Willett lots, and will also be issued to Regency after the new license agreement is signed. New signage will need to be installed behind 426 Main which will be restricted to residential tenants only. In response to an inquiry by Ms. Burns, Mr. Yarrish said the “Fairfield County Bank Only” signs in the Donnelly lot closest to Governor Street will be removed by the highway department soon.
3. Continuation of CVS/USPS lot discussion. No update.
4. Regency Centers, 404-424, 424R and 426 Main Street. Mr. Recck reported that he submitted the final change they requested to Exhibit 2 and it’s now awaiting their signature.
5. ParkMobile Discussion.
 - a. Bailey Avenue. Mr. Recck presented the proposed agreement with ParkMobile, which is a no-charge contract because there won’t be a kiosk. The row of 17 spaces on the east side of the lot will allow more than 2-hour parking for a fee which can be paid on a phone app. ParkMobile will charge \$.40 per transaction.
 - b. Branchville Train Station (approximately 20 spaces, on the south side of the Whistlestop Bakery). The app will also be implemented for the daily parking spaces, at the current rate of \$5.00 per day. This will be no change other than allowing those using the spaces to pay on the app rather than by mail or on the town website. The fee will also be \$.40 per transaction.

Ms. Wilmot made a motion, seconded by Ms. Burns, as follows:

To enter into an agreement with ParkMobile to provide parking fee services for 17 spaces in the Bailey Avenue lot to allow for longer parking (up to 4 hours) for a fee of \$1.00 per hour, and for the daily parking (non-permit) spaces in the Branchville Train Station for \$5.00 per day, subject to review and approval of the Board of Selectpersons.

Motion passed, 3 – 0.

6. Parking data review. BTS parking was up 33%, violations were down 12%.
7. Other business. None

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 8:51 a.m. Motion approved 3 – 0.

Respectfully submitted,
Ellen Burns