Town of Ridgefield
Parking Authority Meeting
November 19, 2026 – 8:00 a.m.
Town Hall 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.

An employee of Underground Co, a shop located at 384 Main Street, came to inquire about a ticket she received. Mr. Recck invited her to address the PA before we start our regular meeting. She asked why there wasn't more landlord permit parking available in the Donnelly lot. When she arrives for work in the morning, there are sometimes no spaces available in the permit-allowed spaces due to the people working out in Results. She parked in a 90-minute space and received a ticket, although she indicated that she had her landlord permit displayed, and still received a ticket. She appealed the ticket but was denied. Mr. Yarrish believed that the ticket may have been issued in error, so he will review it. Ms. Burns explained that there is a large parking lot with no time restrictions on Governor Street and that space is always available there, and that the rules and time limits in the Donnelly lot are in accordance with the owner's wishes. The employee was not aware of the town-owned Governor Street lot and thanked the PA members for their assistance.

1. Approval of minutes from October 15, 2026. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 10/15/26. Motion passed 3 – 0.

2. Parking Enforcement Officer report. Signage is up for the ParkMobile spaces in the Bailey Avenue lot and the Branchville Train Station daily parking spaces. He reported an upgrade to the ParkMobile software which is working well and is a good system. He mentioned the issue of overnight parking by residential tenants in the town-owned lots which will again be a problem for snow removal. The Regency residential tenants must park in the designated area on Regency property. See next item regarding Regency license agreement.

3. Recency Centers, 404-424, 424R and 426 Main Street. The Regency license agreement has been finalized and is just awaiting signatures, which will happen shortly. Ms. Burns, Ms. Wilmot and Mr. Yarrish congratulated Mr. Recck for his diligence and perseverance in getting this agreement finalized. The map has been revised to indicate 20 spaces total for permit-only parking and 18 landlord permits will be issued to the tenants. Mr. Recck will contact Ali Chivily at Regency to let her know the agreement has been finalized and that she needs to communicate to their tenants that their existing landlord permits are void, that new (but fewer) permits will be issued, and that they can only be used in Regency's designated spaces. They will be ticketed if they park in the Bailey Avenue town lot if they exceed the posted time limits.

4. ParkMobile Discussion. The system is operational and spaces have been occupied and registered through the app, although there was no charge during the grace period, which ends on Monday, 11/23. The app is easy to use, and the discussions on social media have been fairly positive.

5. Parking data review & correspondence. Overtime violations in October were down slightly, all others remained relatively unchanged.

6. Other business:

   a. Re-appointment: Ms. Burns reported that both she and Ms. Wilmot were re-appointed to the Parking Authority by the Board of Selectpersons on November 18. Both will need to be sworn in again. Ms. Burns discussed the questions the Selectpersons asked during the interview, and mentioned that she pointed out that there was a lack of communication with Town Hall regarding issues that impact PA efforts, including the recent changes made in the town-owned lots for ADA compliance and the plans for EV charging stations.
   b. A possible new member had expressed interest in joining the PA, but indicated that daytime meetings were not possible for him.
   c. The PA meeting schedule for 2027 needs to be determined and reported to the town. This will be done at the December meeting.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 9:07 a.m. Motion approved 3 – 0.

Respectfully submitted,

Ellen Burns