

Town of Ridgefield  
Parking Authority Regular Meeting  
February 15, 2024 – 8:00 a.m.  
Town Hall Lower Level 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 8:01 a.m.

1. Approval of minutes from January 18, 2024. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 1/18/24. Motion passed 3 – 0.
2. Parking Enforcement Officer report: Mr. Yarrish reported that L. Fernandez has requested that the PA consider an increase in the parking permit fees to \$80 for 6 months, an increase of \$5 to help defray increased costs. Ms. Burns recalled that the last increase (from \$60 to \$75) happened sometime before the pandemic, so it's been at least 4 years. Ms. Burns asked Mr. Yarrish to research the equivalent costs for parking in nearby towns, some of which use kiosks and others issue permits, before a decision is made, since the increase won't be effective until July 1. He also reported that there will be an additional 6 EV spaces in the CVS lot, in addition to the 6 adjacent to Ballard Park. A discussion of the use of the EV spaces was held, which require that EVs only can park there, the time limit is 4 hours, and that a vehicle must be charging while parked. A new violation will need to be added for internal combustion engine vehicles parking in EV spaces, and being parked without charging. The fine will be the same as overtime violations - \$15. He also reported the snow removal contractor for Regency has been plowing the snow from their lot onto the brick pedestrian sidewalk in the Bailey Avenue lot behind Melillo's. Ms. Burns will find out who the contractor is so they can be instructed to not plow the snow onto the sidewalk.
3. Amatuzzi correspondence. Dr. Amatuzzi has provided a written request to terminate the license agreement which will be effective April 14, at which time the town signage will be removed and enforcement ceased. He mad no mention of the 5 permits sold in his lot through June 30 in his letter. Mr. Recck specifically asked him to let us know in his termination notice if the permits can stay valid through June 30. His silence is considered permission so those permit holders will be able to continue to use those spaces.
4. CVS/USPS lot discussion
  - a. No progress with USPS.
  - b. License agreement amendment. Further changes were made to the Exhibit, including a proposed Area J to the west of the Mariner, for 2 hour limits and landlord permits allowed, moving them from the area behind New Beginnings. Ms. Burns will update and share with the members. There will be no further paving done in the lot this year, so the town needs to re-stripe as soon as the weather allows.
5. Regency Centers lot enforcement/new agreement. Ms. Burns contacted Jillian Greene at Regency and she put her in contact with Morgan Gwilym who responded with a request for a copy of the existing agreement and some background. Ms. Burns will provide this to him.
6. 3 Big Shop Lane discussion. The owner of Terrasole has submitted a new application to the P&Z and Mr. Recck received a request from Town Planner Alice Dew to provide

comments. Mr. Recck will draft a letter and circulate to the members. The letter was requested to be submitted by 2/20, and the public hearing will be on March 19.

7. Governor Street lot to Bailey Avenue sidewalk. No progress to report.
8. Parking data review: Branchville Train station daily parking was down 15%, and all violations were down as well since the last PA meeting. Mr. Recck shared the report of permits sold per lot requested from Ms. Fernandez. There were some inconsistencies in the report so Mr. Recck will follow up for clarification.
9. Other business: The PA needs to put a new License Agreement in place for the lot behind Fairfield County Insurance Services. Ms. Burns suggested that we add the Branchville Train Station parking discussion to future agendas, given the Transit Oriented Development being discussed by P&Z and others, and whether the management of that lot should be revised.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 9:46 a.m. Motion approved 3 – 0.

Respectfully submitted,

Ellen Burns