

Town of Ridgefield  
Parking Authority Special Meeting  
August 23, 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 8:05 a.m.

1. Approval of minutes from June 24, 2024. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 6/24/24. Motion passed 3 – 0. Please note: July 18 meeting was cancelled due to lack of a quorum.
2. Parking Enforcement Officer report: Mr. Yarrish reported that the lines in the Bailey Avenue lot – both the areas owned by Regency Centers and the Town-owned lot – have been re-stripped. He didn't know who had done the work but it wasn't the town, so it's assumed it was Regency. The company the town uses has been unable to do the work in the other lots we're responsible for (CVS, Willett and Donnelly), so Ms. Fernandez is getting bids from other companies. The contract will be awarded and work done as soon as the final bid is received. Mr. Yarrish also discussed the ongoing problems reported by Bissell's on the days that the Thrift Shop is open and Bissell's customers cannot find parking in their lot nor in the Donnelly lot. The building that contains Bissell's and Whip Salon is owned by the Courys but not patrolled by the town because we have no agreement with them. Mr. Yarrish will contact the Courys to see if they are interested in discussing an agreement for enforcement in their lot.
3. CVS/USPS lot discussion
  - a. Problems continue, with many employees parking all day in the USPS lot. Mr. Marcus reported that he was told that the town is waiting until after Labor Day when the owner of the property returns from vacation to continue the discussion.
4. Review draft agreements
  - a. Regency Centers, 404-424, 424R & 426 Main Street. A member of the public who is a residential tenant (426 Main Street) attended the meeting to express his frustration with his inability to park his car near the building. He has a tenant permit, but the spaces behind 426 Main (not currently patrolled by the town) are always full of employees working in nearby businesses. Ms. Burns explained that we don't currently monitor the spaces behind 426 because it was never incorporated into an agreement with Regency (formerly Urstadt Biddle Properties), but that we would keep him apprised of our progress. She was told by a Regency representative that they had discussed it with tenants and they were not interested in pursuing an agreement. Ms. Burns explained that there is an existing agreement and it had to be updated to our current terms, and that incorporating the 426 Main Street spaces into the larger agreement makes sense. They seem to be agreeable to a discussion. Ms. Burns also mentioned that it seems that the Regency tenants are using their permits in the Bailey Avenue town lot, which is not

permitted. Enforcement will commence if there are overtime violations in the town-owned lot if the car displays a Tenant permit.

b. Fairfield County Bank Insurance Services, 401 Main Street. It was decided to move forward with the proposed agreement with FCBIS (401 Main) regardless of the status of parking for the former bank site at 374 Main. Ms. Burns will forward the document to Mr. Recck and he will send to the FCBIS manager for his consideration.

5. EV Violation trial discussion. The trial period has ended and the Selectmen approved the new violation for non-EVs parking in the EV-only spaces. The enforcement agents have been issuing tickets.

6. 3 Big Shop Lane discussion. No update. Dining platform will be removed this fall and the parking spaces restored.

7. 440 Main Street/Willett – ADA restriping. As reported by Mr. Yarrish, the town is getting new bids for the work in order to get all of the lots with town license agreements re-stripped before the cold weather starts. Information for the correct striping for new handicap space in Willett has been given to Ms. Fernandez.

8. Fairfield County Bank Main Street Branch conversion. Ms. Burns contacted the Ridgefield manager of Fairfield County Bank to learn how many employees will be working at the 374 Main Street branch being converted into office space. She received a response that said they will be using their existing spaces behind the bank, but did not disclose the number of people who will be employed there. There is concern that the limited number of parking spaces behind the building will not be adequate for both the new office use and the existing bank on Governor Street. Ms. Burns will follow up.

9. Parking Data review. None was received. Mr. Recck will forward when they are received.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 9:20 a.m. Motion approved 3 – 0.

Respectfully submitted,

Ellen Burns