

Town of Ridgefield
Parking Authority Special Meeting
June 18, 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 8:00 a.m.

1. Approval of minutes from May 15, 2025. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 5/15/25. Motion passed 3 – 0.
2. Parking Enforcement Officer report.
 - a. K. Knoche is back at work, so there will be full 5-day coverage going forward.
 - b. There are many events in Ballard Park this summer, including CHIRP and others, and the CVS lot will be patrolled during these events.
 - c. The 4-day work week for town employees will not impact the Parking Enforcement agents – they will be working on Fridays although town hall and the annex will be closed.
3. CVS/USPS lot discussion. USPS follow up with Senator Blumenthal. No update.
4. Review draft agreements. Regency Centers, 404-424, 424R & 426 Main Street. Ms. Burns distributed a draft letter outlining our proposal. The letter was approved and she will forward a final version with a parking lot map to Mr. Recck for him to send to Regency.
5. Reserved spaces at Branchville Station. (this item was moved to Agenda #1 to accommodate the property owner). Ian Duncan, who owns property at 14 West Branchville Road (opposite the Branchville Train Station) attended the meeting. His building is mixed use with 3 apartments on the second floor and commercial space on the ground floor and has minimal parking. He is marketing the property for sale or lease, but prospective buyers and tenants express concern about a lack of parking. He is requesting that the town allocate 3 spaces in the town-owned BTS lot as reserved for tenants or future owners in his building. He had approached First Selectman Marconi who directed him to the Parking Authority. Chairman Recck thanked him for coming in and said the PA would discuss and get back to him. Mr. Duncan left the meeting. PA members discussed his proposal but felt that future tenants or owners could simply purchase permits for their use. Mr. Yarrish reports that the part of the lot which is reserved for permit parking is never full, so reserved spaces would not be needed in any case. Mr. Recck will get back to Mr. Duncan to let him know.
6. Parking data review. Mr. Recck had requested budget data and revenue reports on parking violations in FY 2024 and YTD 2025. There is something wrong with the data provided – possibly because a filter (“Letter sent?”) was answered Yes. The PA was scheduled to meet with the Board of Selectpersons to discuss the proposed increase in parking fines at their June

25 meeting. However, Mr. Recck will let Mr. Marconi know that we are not prepared to meet until we receive accurate reports, and to remove the PA from the Agenda.

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 8:55 a.m. Motion approved 3 – 0.

Respectfully submitted,
Ellen Burns