

Town of Ridgefield
Parking Authority Special Meeting

September 21, 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 8:06 a.m.

1. Approval of minutes from August 20, 2026. Mr. Recck moved, and Ms. Wilmot seconded, approval of minutes for 8/20/26. Motion passed 3 – 0.
2. Parking Enforcement Officer report. Mr. Yarrish reported that Gavin Donnelly noticed that 4 spaces in his lot along Governor Street, near 23 Governor Street have signs posted for tenants of that building but those spaces should be available for public 2-hr parking. There may have been an agreement with the Courys (who sold 23 Governor Street to the RVNA) to allow Bissell's customers to park there, but Bissell's has closed and that agreement is no longer valid. The signs will be removed and replaced with 2-hr limits. A survey map should be consulted to ensure that all the spaces are on the Donnelly property. A general discussion of the recent removal of the EV charging stations from the Town Hall lot was held, with more questions than answers. We don't know where they will be re-installed – hopefully in the town-owned Governor Street lot and in the Branchville Train Station lot. Mr. Yarrish wasn't sure, but was told they will all be for-pay chargers, not free chargers. Mr. Recck will follow up with L. Fernandez or J. Muller to ask what the plans are. Mr. Yarrish also mentioned that there are a lot of big events coming up in October in Ballard Park that will require weekend enforcement in the CVS lot.
3. Recency Centers, 404-424, 424R and 426 Main Street. Mr. Recck reported that the Regency attorneys have finished reviewing the license agreement, so we should have their red-line version soon.
4. ParkMobile Discussion. We are still waiting for an implementation manager to be assigned to Ridgefield. Once that is done, the system will be operational. It can be activated immediately in the BTS lot since there is no change in rules there, just an easier payment system. The Bailey Avenue spaces will require communication through various channels and a grace period. Mr. Yarrish indicated that in addition to sign posts, the town will paint the space to indicate that a Park Mobile app must be used in those spaces.
5. Parking data review & correspondence. Overtime violations were up 60% in August compared to July; all others were relatively steady. Mr. Recck received an email from Tony Phillips of Social Services asking that the parking maps on the town website be updated to reflect the changes recently made in the downtown lots, in particular the location of the handicap spaces. Mr. Recck no longer has access to the software he used to create the maps, so he will create a program to make new maps to reflect all of the changes since the original map was done.
6. None

Adjournment. Ms. Burns moved, and Mr. Recck seconded a motion to adjourn at 8:37 a.m. Motion approved 3 – 0.

Respectfully submitted,
Ellen Burns