

Ridgefield Parking Authority
Meeting Minutes
Jan 6, 2012

Attendees: M. Zap Chairman
Authority members: G. Boehringer, L. Hoyt, M. Hicks
Personnel Director: L. Scholl
Parking Enforcement Officers: E. Leclercq; J. DiAcri
Meeting called to order: 8:00AM

Branchville Update: Parking Enforcement officers presented spreadsheets of daily open parking spots at Branchville station. The survey will continue each day, and monthly totals will be presented to Parking Authority at monthly meetings. PA will analyze numbers to evaluate if additional permits can be sold, and if additional daily spots are necessary.

Enforcement Officers will apply "M-F only" stickers on all parking time limit signs on Main St.

A detailed parking space count, daily utilization, and map was presented by Enforcement Officers. M. Zap asked that the numbers and locations be incorporated onto the parking map. The daily utilization counts will continue by the Enforcement Officers. Accumulated counts will be put on spreadsheets and presented to PA at monthly meetings. PA will use the utilization numbers and time limit spot locations to develop a more uniformed and easier parking arrangement for the town. The approach under consideration and development is referred to as Zone Parking

Enforcement Officers asked that the PA consider changing the parking permits to a "hanging" permit that can be hung on car rear view mirrors. This will make it easier for Enforcement Officers to see tags during snow fall conditions. PA voted unanimously to make the permits a hanging permit. Will be available in July.

New and different color permits will be used to depict specific parking lots and usage. New color permits will be available in July

It was voted unanimously to have the Enforcement Officers attend Excel software training. This will help in developing needed PA reports.

L Scholl was asked by the PA to research the CT State requirements for handicap space allotments depending on parking lot size locations etc.. The PA will insure that Ridgefield is adhering to state mandates.

Enforcement Officers discussed that there is double parking in back of Amatuzzi lot. There are no signs or painted lines. It was discussed that the lot is private and the PA has no authority to oversee the parking there.

New parking time limit signs will be re-installed in front of Deborah Ann's Sweet Shop up to Catoonah intersection. (16) spots there were originally 1 hr limit. PA voted to have the (4) farthest north spots marked for (2) hr parking, and the remaining (12) spots marked for 30 minute parking.

L. Scholl discussed that the Merchant Parking Permits for Customers is still in process. Permits will be printed and sold to town merchants. The permits can be given to customers for a one time use "no time limit" parking anywhere in town parking lots.

Next meeting scheduled for Friday Feb 3, 2012

Meeting adjourned: 9:10AM