

Town of Ridgefield  
Parking Authority Regular Meeting  
Thursday, July 5, 2018 – 8:00 a.m.  
Town Hall Small Conference Room, 400 Main Street, Ridgefield, CT  
MEETING MINUTES - APPROVED

**Members present:**

J. Wilmot, E. Burns, R. Murphy

**Absent:**

S. Lussier

**Others present:**

K. Knoche, R. Marconi (for part of the meeting)

Chairman Wilmot called the meeting to order at 8 a.m.

1. Approval of June 19, 2018 Meeting Minutes. **R. Murphy moved, and J. Wilmot seconded a motion to approve the minutes as submitted. Motion passed 3 – 0.**
  
2. Mapping process for new permit system for town leased lots. Members reviewed the maps provided by town mapping department and updated by Ms. Lussier, who provided them to Ms. Burns since she was unable to attend this meeting. Corrections on total number of spaces by lot were made, indications of ownership of parcels, and changes to clarify buildings versus lots were recorded on the working map. Ms. Burns will give the marked-up maps and spreadsheet back to Ms. Lussier for further correction/updating. At the next meeting, members will work on an overview for location and number of permits to be sold and hang-tags issued per lot, and the identification of areas for permit/hang-tag parking. The plan will have to be incorporated into the new leasehold documents (starting with the Beneson lot) and discussed/negotiated with the property owners.
  
3. Discuss Benenson Funding Corp. license agreement: Ms. Burns had not reviewed the agreement and requested additional time to read the proposed agreement prior to discussing it. Ms. Wilmot reported that she will be meeting with Mr. Marconi and Kem Becovic of Benenson Funding on Friday, 7/13 to discuss their proposed agreement for the (CVS) lot, and other matters. She will report back at our next meeting. It was agreed that all would read and email to Ms. Wilmot any questions or issues prior to her Friday meeting.
  
4. Old business:
  - a. Ms. Burns reported that the Governor Street lot is full by 10 am weekdays now, apparently due to the use by the Boys & Girls club summer staff. She will contact Mr. Marconi to ask him to contact RB&GC Director Mike Flynn to request that they park at the Venus building lot up the street, on the Governor Street side where parking is available.
  
  - b. Urstadt Biddle Properties, 426 Main Street, Yankee Ridge, and the “Morganti blocks”. Ms. Burns will contact Wing Biddle for an update and report back at the next meeting.

c. Ms. Wilmot reported on her meeting with Mr. Marconi and Casey Fuel owner Shane Casey regarding the vacant lot near the bottom of Bailey Avenue. She indicated that a good deal of progress was made on an agreement to allow temporary use of that lot (with improvements to be made by the Town), but that the agreement still needs to be documented and some questions still to be resolved. She will continue to monitor progress and try to keep the discussion moving in the hope that the lot could be available for all-day employee parking by the Fall.

d. Ms. Burns reported that she received an email from Bruce Beswick (Willett Properties) requesting a conversation regarding their lot behind 440 Main Street. She reported that she spoke with him and he expressed concern about the abuse of the lot by nearby restaurant employees who park behind the Big Shop Lane buildings and game the system by moving their cars every few hours. Ms. Burns explained to Mr. Beswick that we were aware of the issue and are working on a solution which will include a new method of tracking time limits in the lots to cut down on this activity, and that we are working with the town to provide additional employee parking.

**Adjournment. R. Murphy moved, and J. Wilmot seconded a motion to adjourn at 10:02 a.m. Motion passed 3 – 0.**

Respectfully submitted,

Ellen Burns