

Town of Ridgefield
Parking Authority Regular Meeting
Thursday, January 10, 2019 – 7:00 p.m.
Town Hall Upper Level Conference Room, 400 Main Street, Ridgefield, CT
MEETING MINUTES –APPROVED

Members present:

J. Wilmot, E. Burns, S. Lussier, A. Ippoliti

Members absent:

R. Murphy

Chairman Wilmot called the meeting to order at 7:08 p.m.

1. Approval of December 6, 2018 Meeting Minutes. **Mr. Ippoliti moved and Ms. Lussier seconded a motion to approve the minutes as submitted. Motion passed 4 – 0.**
2. Update on Benenson License Agreement. Ms. Wilmot and Ms. Burns participated in a phone conference with Ms. Quattrocchi and Kem Becovic on December 12. Most of the remaining issues were resolved, with the exception of Exhibit B containing the layout of the lot, the number of Landlord permits to be issued, and the number of Town Permits to be sold. Ms. Burns distributed a cleaned-up version of the License Agreement without the red lines. Mr. Becovic came to Ridgefield on January 4 to walk the lot with Ms. Wilmot and Mr. Ippoliti to ensure that they understand the proposed layout of signage and time limits. In a follow up phone call and email with Ms. Wilmot on January 9th, Ms. Quattrocchi requested 50 Landlord permits (PA had included 42), 20 Town Permits (PA had included 40), and a change from 2-hour to one hour limits in front of CVS. The outstanding issues on Exhibit B were discussed, and the following votes were taken:
 - a) **Ms. Burns moved, and Mr. Ippoliti seconded a motion to include a total of 50 Landlord permits on Exhibit B. Motion passed 4 – 0.**
 - b) **Ms. Lussier moved, and Mr. Ippoliti seconded a motion to include a total of 40 Town permits on Exhibit B. Motion passed 4 – 0.**
 - c) **Ms. Lussier moved, and Mr. Ippoliti seconded a motion to keep the 2 hour limits in the specified areas in the lot as 2-hour. Motion passed 4 – 0.**
- Ms. Wilmot will communicate this information in an email to Ms. Quattrocchi and Mr. Becovic and will report back to the PA members.
3. Letter to request an appointment in front of P&Z to discuss CBD parking regulations. Ms. Burns will follow up with a letter to Director Richard Baldelli to schedule a meeting with the P&Z in Q1 2019. A letter had been sent in the Fall, but due to time constraints it was decided to postpone the request to 2019. It was noted that the old 50 Coins space at 426 Main Street has been leased to a new restaurant, bringing the total of full service restaurants surrounding the Bailey Avenue lot to 5.
4. Total available parking within the CBD (licensed or otherwise). Ms. Lussier has been working on getting an updated count of all available parking spaces in the CBD. She raised the question about whether or not the town-owned municipal lot on Governor Street was within the boundaries of the CBD. An examination of the town's zoning map indicated it was not within the CBD. Ms. Burns will follow up with First Selectman Marconi.

5. Other business:

- a) Ms. Lussier brought samples of some proposed signage in small format and full-size. The consensus was to keep the text as minimal as possible to avoid confusion. She will continue working on the various signs that will be needed.
- b) Schedule of 2019 Parking Authority meetings. **Ms. Burns moved, and Mr. Ippoliti seconded a motion to approved the following schedule of meetings for 2019 (all meetings to be held at 7 p.m):**
- **Wednesday, February 6**
 - **Thursday, March 14**
 - **Thursday, April 11**
 - **Thursday, May 9**
 - **Tuesday, June 11**
 - **Thursday, July 11**
 - **Thursday, August 8**
 - **Tuesday, September 17**
 - **Thursday, October 10**
 - **Thursday, November 14**
 - **Thursday, December 12**
- Motion passed 4 – 0.**

Ms. Burns will submit this schedule, along with 2018 attendance reports to the Town Clerk and the HR Department.

- c) Ms. Wilmot discussed the history of the (now vacant) lot on Catoonah Street, next to the Post Office, where a preliminary plan was proposed by the Town for a pocket park and additional parking spaces for the Post Office. A new entrance/egress was also proposed. Charles Robbins had been working on this proposal with Mr. Marconi and a preliminary schematic was produced. The land is owned by Benenson but leased by the Post Office, so PO approval will be required. The PA believes this is a worthwhile project and would like to see it moved along, but the bureaucratic hurdles presented by the Post Office are difficult. Ms. Wilmot asked Mr. Ippoliti to jump-start this effort by determining how and by what means approval from the PO for the project can be obtained. He agreed to take on this project, and will start by speaking with both Mr. Marconi and Mr. Robbins to obtain background information and history.

Adjournment. **Mr. Ippoliti moved, and Ms. Lussier seconded a motion to adjourn at 8:55 pm.**
Motion passed 4 – 0.

Respectfully submitted,

Ellen Burns