

Town of Ridgefield
Parking Authority Special Meeting
Thursday, August 8, 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, A. Ippoliti

Members absent:

R. Murphy, S. Lussier

Chairman Wilmot called the meeting to order at 7:02 p.m.

1. Approval of July 11, 2019 minutes. Mr. Ippoliti moved and J. Wilmot seconded a motion to approve the minutes as submitted. Motion passed 3-0.
2. Updates on License Agreements. Ms. Burns reported that she had updated the Willett Properties agreement and had delivered 2 copies to the First Selectman's office for his review and signature. Negotiations continue with the owners of Addressi Center I and Addressi Center II. A second draft was emailed to them on August 8. A proposed agreement for Love Realty (378 Main Street) was emailed to them on August 8. The remaining agreements to be updated are Amatuzzi (411 Main and 415 Main) and Urstadt Biddle Properties (UBP). Ms. Wilmot will get contact information for Amatuzzi. A general discussion on how to approach the UBP lots was held, regarding their various properties which now include 424-440 Main, 1-23 Bailey Avenue, 426 Main and 470 Main (Yankee Ridge).
3. Review autocad drawings of parking spaces in the CBD. Ms. Lussier was unable to attend the meeting. There was a discuss of how to count/categorize the number of spaces available within the CBD. All spaces will be counted and categorized as either public (these would include town-owned spaces as well as private lots managed by the PA), and private (not managed by the PA).
4. Status of USPS/Catoonah Street parking. Mr. Ippoliti said he would follow up with Mr. Marconi to locate the plan that was created. Mr. Marconi was in the building and came in to the meeting to discuss. He discussed the contact that is needed in Congressman Himes' office to work with the USPS on this project. Mr. Ippoliti will follow up with Mr. Marconi.
5. Updates on Governor Street expansion: The plans were reviewed by the Planning Office and Wetlands Agent. Changes must be made to move the lot further away from existing wetlands, which will reduce the number of spaces. The schedule is now for the application to be submitted to P&Z/IWB in September. Once approved, the project will go out to bid. Some preliminary work may occur in the Fall, but the lot will not be completed until Spring 2020.
6. Review procedures for Parks & Rec's notification on Ballard Park events . When a contract is signed for an event in Ballard Park, the PA and L. Fernandez need to be notified so appropriate enforcement in the Benenson lot can be arranged. Ms. Wilmot will follow up with D. DiPinto.
7. Other Business:
 - a) Members of the PA are counting and documenting available spaces at various dates and times to assess lot utilization during the weekday hours.

- b) The question of billing for payments required under the License Agreements was discussed. Ms. Burns will follow up with L. Fernandez.

Adjournment. **Mr. Ippoliti moved, and Ms. Burns seconded a motion to adjourn at 8 p.m. Motion passed 3 – 0.**

Respectfully submitted,

Ellen Burns