

Town of Ridgefield
Parking Authority Special Meeting
Thursday, December 5, 2019 – 6:30 p.m.
Town Hall Lower Level Small Conference Room, 400 Main Street, Ridgefield, CT
MEETING MINUTES – APPROVED

Members present:

J. Wilmot, E. Burns, R. Murphy, S. Lussier

Members absent:

A. Ippoliti

Chairman Wilmot called the meeting to order at 6:35 p.m.

1. Approval of October 10, 2019 minutes. R. Murphy moved and J. Wilmot seconded a motion to approve the minutes as submitted. Motion passed 3-0-1 (S. Lussier was absent). Ms. Wilmot announced that A. Ippoliti was resigning from the Parking Authority due to work commitments. The members expressed their thanks for his service and wished him well.
2. Updates on License Agreements. The Willett Properties agreement and the Addressi Center I & II agreements were approved by the Selectmen, signed by R. Marconi and sent to the property owners for signature. The Willett Properties agreement was signed but not witnessed, so Ms. Escribano (assistant to R. Marconi) will return both copies to him for witness signatures. Ms. Wilmot will speak to L. Fernandez (Town HR) about changing the signage in the Willett lot to reflect the new Agreement, and for the lottery sale of Permits in that lot. J. Wilmot reported that Debbie Addressi and Carleen Addressi Baer have not agreed to the parking lot layout, so that Agreement is in limbo. Further discussions will be required, and a review of the existing agreement with its termination date of February 1st, will be discussed with the Town Attorney.
E. Burns will prepare the agreement for Love Realty, which has been agreed to by Sandy Heaslip, and forward to R. Marconi for Selectmen approval. Ms. Heaslip decided to not add an additional handicap space (she already meets ADA requirements). Per her request, and as agreed to by Atty. Gustafson (representing the Donnelly lot), the row of spaces parallel to her lot in the Donnelly lot will be changed to 2 hours from the current 90 minutes. J. Wilmot will request that sign change to L. Fernandez. 2020 projects will include Urstadt Biddle Properties and Amatuzzi lots.
3. Review autocad drawings of parking spaces in the CBD. Ms. Lussier reviewed the autocad drawing of the CBD parking lots. She continues to work on it, and when complete it will be color-coded and posted on the town website to replace the out-of-date map currently on the town site.
4. Update on Governor Street expansion. J. Wilmot, E. Burns and S. Lussier attended the site walk with the P&Z on November 10. A discussion of pedestrian access to Bailey Avenue was raised by E. Burns and follow up with R. Marconi is necessary. The Inland Wetlands Board has scheduled a public hearing on the application on December 10.
5. Branchville train station lot: J. Wilmot suggested that the train station lot should be a project for 2020. Number of monthly permits & spaces, loss of spaces due to Depot Road bridge closure, and opening of permit spaces to daily users will be discussed.
6. 2020 Meeting Schedule:

Due to work schedules and changes, the members decided that the time of the Parking Authority regular meetings for 2020 shall be at 8 a.m. on the second Thursday of each month. Therefore, **E. Burns moved and R. Murphy seconded a motion to approve the Parking Authority regular meeting schedule for 2020 as attached in Schedule C. Motion approved 4 – 0.**

Adjournment. R. Murphy moved, and Ms. Burns seconded a motion to adjourn at 7:30 p.m. Motion approved 4 – 0.

Respectfully submitted,

Ellen Burns