

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

Members present:

J. Wilmot, E. Burns, A. Ippoliti, R. Murphy

Members absent:

S. Lussier

Chairman Wilmot called the meeting to order at 7:01 p.m.

1. Approval of August 8, 2019 minutes. Mr. Ippoliti moved and J. Wilmot seconded a motion to approve the minutes as submitted. Motion passed 3-0-1 (R Murphy was absent).
2. Updates on License Agreements. Ms. Wilmot attended the Board of Selectmen meeting on October 2nd when the Willett Properties and Addressi license agreements were discussed. The Selectmen expressed concerns about the number of landlord permits included in the agreements. The Selectmen believed that the standard established in the larger lots (Benenson and Donnelly) should be used in all lots, regardless of size. The PA feels this is not appropriate, and Ms. Wilmot and Ms. Burns met with First Selectman Marconi the following week to explain why “one size does not fit all” in terms of the private lots under PA management. Some lots have residential uses in the associated buildings (such as Love Management and Urstadt Biddle, all of whom need permits), and all of the smaller lot owners that requested landlord permits in excess 30% are for part-time staff, most of whom are not working at the same time. Some are used for the owners who are not present on a daily basis. The PA feels that it is incumbent on the landlords to ensure that they provide enough public parking for their tenants’ customers (through proper management of the permit distribution), and that they should be provided with whatever number of landlord permits they feel they require. They understand the limits of their parking areas and know they must have adequate parking for their tenants’ customers and patrons. Mr. Marconi will communicate with the BOS for further consideration.
3. Ms. Wilmot and Ms. Burns met with Sandy Heaslip from Love Management (378 Main Street, LLC) on October 8 to discuss the draft agreement that was sent to her. She explained that her building has 8 residential apartments in addition to the commercial uses on the first floor (Village Tavern, Interiors & Designs by Ursula). She expressed an interest in adding one handicap space to her lot (she currently has 1). This change would likely result in the lot of one space. It was agreed we would look into this possibility. She also asked why the spaces in the Donnelly lot adjacent and parallel to her lot were 90 minute spaces rather than 2 hours. Ms. Wilmot told her that this designation would be discussed with Gavin Donnelly. The spaces immediately behind the Main Street stores would remain 90 minutes, but the spaces adjacent to her lot will be reviewed.
4. Review autocad drawings of parking spaces in the CBD. Ms. Lussier was unable to attend the meeting, but provided a draft of the drawing that the PA reviewed. The consensus was that the drawing was excellent, and some corrections were made. It was also recommended that the existing Governor Street lot, as well as the expansion of that lot, should be included in the map although they are outside of the Central Business District (CBD) boundaries.

5. Update on Governor Street expansion. The Town's application has been submitted to the P&Z/IWB and a site walk of November 10 was scheduled. PA members discussed the upcoming separation of the Board/Commission, which will take place following the November 5 election. The newly elected IWB will ultimately review and vote on the application regarding the wetlands impact, and the P&Z will review the zoning aspects of the application. An extension will be required to meet the statutory deadlines. Some members of the PA will attend the site walk, and the application now includes 53 spaces. Ms. Burns will request a copy of the plans from the Planning office.
6. Branchville train station lot: A general discussion was held regarding the status of the train station lot, including information regarding the number of monthly permits vs. daily permits. The closing of the Depot Road bridge and the re-routing of the entrance and exit to the Portland Avenue bridge was also discussed. Ms. Wilmot will speak with Laurie Fernandez to obtain additional data and information regarding the Branchville lot for future discussion.
7. Status of billing under license agreements. Ms. Wilmot will contact L. Fernandez to determine the status of amounts owed by some landlords under license agreements, and by CHIRP for lot management during Ballard Park events.
8. Other Business:
 - a) Vacant lot next to post office: Congressman Jim Himes will be in Ridgefield on Saturday, 10/12. Ms. Wilmot will attend this event to discuss the need for a liaison in his office to work with the USPS on this project.
 - b) Casey lot on Bailey Avenue: Ms. Wilmot discussed the status of the use of this lot.

Adjournment. **Mr. Ippoliti moved, and Ms. Burns seconded a motion to adjourn at 8 30 p.m.**
Motion passed 4 – 0.

Respectfully submitted,

Ellen Burns