

Town of Ridgefield
Parking Authority Special Meeting
Thursday, July 11, 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 7:11 p.m.

1. Approval of June 20, 2019 minutes. S. Lussier moved and J. Wilmot seconded a motion to approve the minutes as submitted. Motion passed 3-0-1. A. Ippoliti was absent and abstained.
2. Willett Properties license agreement and requests from property management. Ms. Burns reviewed the changes in the agreement requested by property owner Bruce Beswick. Minor changes to Paragraph 6 and 17 were acceptable. He also requested that they be able to reserve the right to purchase 4 of the 11 permits the town will sell. Since the sale of town permits is through a lottery system, that request cannot be accommodated, and Ms. Burns will explain that to him. He also requested that the Landlord only spaces remain where they are, and requested that 19 spaces remain marked as such. Ms. Burns will discuss this further with Mr. Beswick. J. Wilmot reported that enforcement has been good in the past month, and that when she has walked the lot at various times during weekdays there have been many empty spaces in the landlord only area. Ms. Burns will provide this documentation to him.
3. Review autocad drawings of parking spaces in the CBD. S. Lussier reported she continues to work on this project and will present at the next meeting.
4. Addressi I and Addressi II license agreement. There are a total of 34 spaces available in the 2 properties (423-439 Main Street, and 441-449 Main Street). Based on the size of the lots, there should be 6 Town permits sold and 10 Landlord permits issued. Ms. Burns will start the process of preparing the agreement and send it to the owners (Carleen Addressi Baer and Deborah Addressi Bush).
5. Other business:
 - a) Ms. Wilmot reported that she heard from the Chamber of Commerce this week about the use of Ballard Park for this year's Summerfest, which will take place on July 20 and will require staffing for the day in the Benenson lot. She will notify L. Fernandez so she can arrange coverage that day, and will contact Dennis DiPinto (Parks & Rec) to request that when a contract is signed for the use of Ballard Park, that the PA is notified immediately so arrangements for personnel can be made in advance.
 - b) Ms. Wilmot spoke with Tony Phillips (Director of Social Services) regarding ADA compliance in parking lots. One example that was cited was the speed bump in the Donnelly lot which runs through a handicapped space. Ms. Wilmot explained that ADA compliance is the responsibility of the property owner, and that she and the PA will help in any way we can.

- c) Ms. Burns raised the issue of the smaller lots and the small number of permits that could be sold to help defray costs of monitoring the lots. Enforcement and use of different permits might not be practical in small lots, so having payment made in lieu of the sale of permits was discussed and may be incorporated into the smaller lot agreements.

Adjournment. Mr. Ippoliti moved, and Ms. Lussier seconded a motion to adjourn at 9:15 p.m.
Motion passed 4 – 0.

Respectfully submitted,

Ellen Burns