

Town of Ridgefield
Parking Authority Special Meeting
Friday, April 13, 2018 – 8:30 a.m.
Town Hall Small Conference Room
400 Main Street, Ridgefield, Connecticut
UNREVISED/UNAPPROVED MEETING MINUTES

Members present:

J. Wilmot, R. Murphy, E. Burns

Others present:

R. Marconi, K. Knoche

Chairman J. Wilmot called the meeting to order at 8:30 am. Agenda item #6 was discussed first. Since Ms. Wilmot is now Chairman, Ms. Burns volunteered to take minutes going forward.

1. Public Comment: Ms. Wilmot welcomed Sheri Lussier, who attended the meeting to express her interest in joining the Parking Authority. She is employed by Southport Engineering on Bailey Avenue, and inquired as to the flexibility of our meeting schedule, as she cannot attend meetings on Thursday mornings. A general discussion of our meeting schedule took place, but no decision was made other than to add a meeting to our schedule in May (see Motion below).
2. Discussion of parking permit system in effect, revision of permit system and possible replacement plan. PA members discussed the current parking permit system, and the need to change it to 1) encourage employees to park in the perimeter lots, furthest from the shopping district, 2) limit the number of permit parking allowed (both hang-tags and window stickers). We need to resolve this situation in coming few months, before the July 1 renewal period for permits commences. The need for more employee/owner parking is understood, and we have ample data from the SCRE study and many other parking studies to make a plan and implement it. We discussed recalling all of the hang-tags and re-issuing new tags to each property owner, based on new agreements to be negotiated, and that they must be color-coded by lot to facilitate enforcement.
3. Update on CVS lot. Ms. Wilmot provided an update on the status of the CVS lot. The property owner, Benenson Funding (Lisa Quattrocchi) objected to the number of permits that had been issued by the Town, and communicated to Mr. Marconi that she never agreed to have so many employees of Fairfield County Insurance Services and other businesses parking in her lot, to the detriment of her tenants. The permits were subsequently revoked in late February and their payments refunded. However, a temporary agreement was reached between the parties after a telephone conversation between Jeff Welsch of Fairfield County Insurance representative and Ms. Quattrocchi, who specified where they may park in the lot, away from the spaces closest to CVS tenants. Ms. Wilmot indicated that Ms. Quattrocchi and her manager, Kem Becovic plan to visit Ridgefield before the end of the month to review the lot and parking situation. Ms. Wilmot and Ms. Burns will walk with them if schedules permit. PA agents (K. Knoche & James Beckman) will again patrol the lot. Ms. Wilmot will undertake determining the number of employees working weekdays near the CVS lot. Data will also be reviewed from various parking surveys that have been conducted.
4. Discussion of possible additional parking lots to alleviate employee parking concerns. Mr. Marconi discussed the proposed expansion of the town's Governor Street lot (which will be on the ballot in May), additional spaces that could be created behind CVS on Housing Authority property, and the vacant lot on Catoonah Street (which is leased to the USPS and therefore must

be approved by them). Congressman Himes' office will need to assist to make progress on the vacant lot. There was also a discussion of some time limit changes requested by property owner Addressi. A general discussion of parking requirements and what needs to be done to encourage employees & owners not to park in the lots that should be available to customers/patrons of downtown businesses followed. Mr. Marconi also mentioned that the concrete blocks on the connection between the Bailey Avenue/Big Shop Lane parking lots and the Yankee Ridge lot may be removed. Urstadt Biddle Properties has purchased 470 Main Street, and therefore has a controlling interest in the Yankee Ridge buildings. The possible removal and conditions to make that happen are under discussion.

5. Discussion of vacancies and possible revision to the Parking Authority meeting time. All three current members of the PA were agreeable to changing our scheduled meeting times and dates to encourage new membership. It was discussed and agreed that we need to meet more frequently than once per month before the June 30 deadline for revising the permit plan. Therefore, the following motion was made by Ms. Burns:

MOTION: To hold a Special Meeting of the Parking Authority on Thursday, May 24, 7 pm. Location to be determined based on availability of meeting room. R. Murphy seconded; Motion carried 3 to 0.

6. Re-assignment of minute-taking. Discussed at the beginning of the meeting.
7. Any other business. The upcoming CHIRP season was discussed by Ms. Wilmot. Various methods for keeping some of the CVS lot open for tenants' customers were discussed. The use of RPD personnel in past years was prohibitively expensive, and it was determined that for the upcoming season, we'll use PA staff (J. Beckman & K. Knoche) with perhaps one outside security person to keep costs down. At the March 15th meeting, the PA voted to request that Ballard Park events parking enforcement expense be paid by the Parks & Recreation, rather than by the PA. Since there is a new Director of P&R, Ms. Wilmot will meet with the new Director (Dennis DiPinto) to discuss this proposal prior to bringing the request to the Board of Selectmen.

There was also a discussion of the parking in the Love Realty lot, and the problems their residential tenants have in finding parking spaces in the evening. The consensus was that there should be one reserved space per apartment, marked accordingly. We will need to follow up with the property owner.

8. Approval of minutes from March 15, 2018 meeting.

R. Murphy moved, and E. Burns seconded approval of our March 15th minutes.

9. Adjournment.

R. Murphy moved, and E. Burns seconded a motion to adjourn at 10:24 a.m.

Respectfully submitted,

Ellen Burns