

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT  
BOARD OF COMMISSIONERS  
December 12, 2018  
Meeting Minutes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604. In attendance were:

**Commissioners**

Phil Pires, Cohen & Wolf, Chair  
Kim Morque, Main Street Ventures, Vice Chair  
Eric Gross, John Broadcannon, Treasurer  
Robert Schneider, Secretary  
Karolyn Egbert, Trefz Corporation  
David Iassogna, People's United Bank  
Philip Kuchma, Kuchma Corporation  
Ryan McClay, Forstone Capital  
David Paniccia, Ginsburg Development Co.s (by phone)

**Staff**

Lauren Coakley Vincent, DSSD President  
Dennis Usky, DSSD/Block-By-Block

**Guests**

Paul Antinozzi, Antinozzi Associates  
Robert Halstead, Urban Bike Tours of Bridgeport  
Daniel Roach, City of Bridgeport

**I. CALL TO ORDER**

Chairman Pires called the meeting to order at 4:02 p.m.

**II. RECOGNITION OF GUESTS**

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates, Robert Halstead of Urban Bike Tours of Bridgeport, and Daniel Roach of the City of Bridgeport.

**III. APPROVAL OF MINUTES**

Commissioner Kuchma made a motion to approve the Minutes of the November 14, 2018, DSSD Board Meeting, as presented. Commissioner Iassogna seconded the motion, and it was unanimously approved.

**IV. TREASURER REPORT**

Treasurer Gross provided an explanation of the October 2018 reports as provided by the bookkeeper. The Bridgeport DSSD ended the month of October 2018 with \$72,650 in assets, of which \$136,488 was cash spread across two bank accounts. Liabilities totaled \$538. Net Assets at the end of the month totaled \$73,189. The accrued revenue was \$195,667 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$212,308 – primarily related to streetscape maintenance (\$101,580) and administration of the organization (\$62,067). Accrued revenue for the period fell short of expenses by \$16,641. Mr. Kuchma made a motion to approve the October 2018 financial report. Mr. Iassogna seconded the motion, and it was unanimously approved.

**V. REPORT FROM THE CITY**

Mr. Roach provided updates on recent public safety discussions he has had with business and property owners around McLevy Green. He announced that the Bond Commission awarded funds for several Bridgeport projects connected to the Downtown's success, including \$7 million for the Sikorsky Airport improvements and \$3.7 million for repairs to the Congress Street bridge. Mr. Roach asked the Commissioners to provide their input on the Congress Street bridge project to him directly.

Mr. Roach was asked to speak about the planned bike path along the Pequonnock River Trail. Mr. Halstead spoke about the value of the bike path, if done correctly, to the Downtown and the local economy. He noted that he attended the City Council's Transportation Committee meeting in late November and that the proposed path presented there caused deep concerns. Mr. Halstead also shared that there is urgency around the project because approval is needed to retain federal grant funds necessary to the project's implementation. DSSD President + CEO Lauren Coakley Vincent reported on the series of conversations the DSSD had with the Mayor's Office of Planning and Economic Development (OPED) regarding its concerns with the Downtown section of the

proposed bike path. Ms. Coakley Vincent will follow up with OPED to find out whether the design had been finalized. If it was determined to be final, the Commissioners voted for her to draft a letter to the Council stating the DSSD's opposition to the planned path. Commissioner Morque made the motion, which was seconded by Mr. Kuchma and unanimously approved.

Mr. Roach reported that the State Department of Transportation's review of the Intermodal Transportation Center project has created delays. Commissioner Morque asked about how to best advocate for that project to move forward. Mr. Roach recommended that the DSSD form an ad hoc committee of Commissioners committed to meeting with the relevant City departments. Ms. Coakley Vincent will follow up with Mr. Roach on scheduling a meeting for the Commissioners that volunteered and the respective department staffers.

## **VI. PRESIDENT'S REPORT**

Ms. Coakley Vincent reviewed the year's accomplishments, including the DSSD's role in organizing or supporting 33 Downtown events, the completion of Bridgeport's first green infrastructure project, refreshing the DSSD office, and completing the strategic plan.

DSSD Operations Director Dennis Usky reviewed the Ambassador team's 2018 highlights, including having cleaned up **27,099** bills/stickers and graffiti, trash bags, and open containers; spending 661 hours on flower watering, landscaping, collecting leaves, power washing, and weed abatement; and providing **3,782** instances of Public Safety team support and engagement with Downtown residents, business owners, workers, and visitors. Mr. Usky also shared the monthly Clean and Public Safety team statistics from November 2018.

## **VII. REPORTS OF STANDING & SPECIAL COMMITTEES**

### **A. Chairman/Executive**

Mr. Pires reported on the Executive Committee meeting that was held on December 5, 2018. The Committee reviewed year to date financials, as well as the responses to the audit contract request for proposals. The Committee recommended selecting CironeFriedberg. Commissioner Gross made a motion to award the contract to the recommended firm. Mr. Kuchma seconded the motion, and it was unanimously approved.

### **B. Physical Conditions**

Mr. Iassogna and Commissioner Egbert reported on the Physical Conditions Committee meeting that was held on November 30, 2018. The Committee discussed how to allocate the \$30,000 awarded from Community Development Block Grant funds and identified additional locations to install holiday lights.

### **C. Public Safety**

Mr. Iassogna reported on the Public Safety Committee meeting that was held on November 30, 2018. The Committee walked around the district with Lt. Charles Johnson and Officer Daniel Girardi, pointing out safety and issue hot spot locations on which to focus. The Committee was given a tour of the Fusion Center by Lt. Paul Grech. Lt. Grech pitched the DSSD on a camera pilot project, requesting \$6,000 of matching funds which would allow them to install five cameras around the district. Mr. Roach clarified that the City does have the budget to stream and store the data. Mr. Kuchma moved that the DSSD fund the pilot project, pending the commitment by the City to purchase the other cameras and approval of the proposal by the Public Safety Committee. The motion was unanimously approved.

### **D. Special Events and Marketing**

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on December 3, 2018. The DSSD's marketing agency, the Bananaland, presented two campaign concepts to the Committee for feedback. The Bananaland will deliver a final presentation on December 19, which will then be presented at the next board meeting.

## **VIII. ADJOURNMENT**

Chairman Pires called for the meeting to be adjourned at 5:01 p.m.