

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT  
BOARD OF COMMISSIONERS  
August 14, 2019  
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:

**Commissioners**

Phil Pires, Cohen & Wolf, Chair  
Kim Morque, Main Street Ventures, Vice Chair  
Robert Schneider, Secretary  
Karolyn Egbert, Trefz Corporation  
David Iassogna, People's United Bank  
Philip Kuchma, Kuchma Corporation  
Ryan McClay, Forstone Capital  
Matthew Meyer, Bordentown DB, LLC

**Staff**

Lauren Coakley Vincent, DSSD President  
Odyson Dafinice, DSSD/YouthWork Intern  
Elish Murphy, DSSD/YouthWork Intern  
Samantha Negrón, DSSD/YouthWork Intern

**Guests**

Paul Antinozzi, Antinozzi Associates  
Daniel Roach, City of Bridgeport

**I. CALL TO ORDER**

Chairman Pires called the meeting to order at 4:06 p.m.

**II. RECOGNITION OF GUESTS**

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates and Daniel Roach of the City of Bridgeport.

**III. APPROVAL OF MINUTES**

Commissioner Kuchma made a motion to approve the Minutes of the July 10, 2019, DSSD Board Meeting, as presented. Commissioner Morque seconded the motion, and it was unanimously approved.

**IV. TREASURER REPORT**

In Treasurer Gross' absence, DSSD President Lauren Coakley Vincent provided an explanation of the June 2019 reports as provided by the bookkeeper. The Bridgeport DSSD ended the month of June 2019 with \$92,537 in assets, of which \$74,822 was cash spread across two bank accounts. Liabilities totaled \$25,306, encompassed by a mix of Accounts Payable and Deferred Revenue. Net Assets at the end of the month totaled \$81,704. The accrued revenue was \$609,751 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$631,636 – primarily related to streetscape maintenance and administration of the organization (\$521,724). Accrued revenue for the period fell short of expenses by \$21,885.

Ms. Coakley Vincent offered a few comments on the causes of that shortfall, as well as the impact on the projections for the current fiscal year. Mr. Morque made a motion to approve the June 2019 financial report. Commissioner Iassogna seconded the motion, and it was unanimously approved.

**V. REPORT FROM THE CITY**

Mr. Roach shared updates on the status of the Majestic Theaters, Lafayette Circle, Jayson-Newfield, and Congress Street Commons projects. He also noted that there was an increase in the police presence during weekends in the district. He shared that the planned repairs to the traffic light at the corner of State and Main Streets would allow for an increase in the number of parking spaces along McLevy Green.

**VI. PRESIDENT'S REPORT**

Ms. Coakley Vincent reported that the Downtown Farmers Market season was underway. The DSSD was involved in the recent mural installation on Peacock Alley behind the Read's Artspace building. She thanked the three summer interns for their contribution to those and other projects. Finally, she shared that the [Colorful Bridgeport website](#) development project was almost complete

and previewed sections of the site. Ms. Coakley Vincent announced that a website reveal party would be held during the evening of August 22<sup>nd</sup> at a vacant space on McLevy Green.

In DSSD Operations Manager Harold Hasell's absence, Ms. Coakley Vincent shared the monthly cleaning highlights from the team of Ambassadors. She noted that the Ambassador team was focused on weeding, completing the trash can painting project, and maintaining the plantings, in addition to their regular sanitation work. She reported that there had been a decrease in graffiti and open containers in the last month, as well as panhandling. There were no safety issues in the district to report.

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

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

Mr. Pires reported on the Executive Committee meeting that was held on August 7, 2019. The Committee discussed the upcoming audit process and set the agenda for the monthly board meeting. The Committee also provided input on the performance of DSSD programs and goals to date through the year.

### **B. Physical Conditions**

In Commissioner Goldberg's absence, Ms. Coakley Vincent reported on the Physical Conditions Committee meeting that was held on August 7, 2019. The Committee reviewed the streetscape projects progress tracker, which identifies the priority site or task, who is responsible, recent actions or communications, and related due dates or time to completion.

### **C. Public Safety**

Ms. Coakley Vincent reported on the Public Safety and Security Committee meeting that was held on August 7, 2019. She and Mr. Hassel met with Lt. Johnson and Deborah Barton, who heads up the homeless outreach services with Bridgeport Police Department, to discuss safety issues in the district.

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

Commissioner Morque reported on the Special Events and Marketing Committee meeting that was held on August 6, 2019. The Committee reviewed the recent and upcoming schedule of events, as well as previewed the new website. The Committee discussed the DSSD's involvement in the Peacock Alley mural project, as well as PARK(ing) Day in September.

## **VIII. ADJOURNMENT**

Chairman Pires called for the meeting to be adjourned at 4:29 p.m.