

BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
September 9, 2020
Meeting Minutes

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604 and by video conference. A video recording of the meeting is accessible here: https://us02web.zoom.us/rec/share/f2_Pc3FfGwODp4IULrNPUtSBcvsftKISBQOV0iV1eMsqMrs5IXDv2D1WA8AcsPjF.hpXA4MUdR_48YVgq; Passcode: J0#ZA4%K.

In attendance:

Commissioners

Phil Pires, C & W Associates II, Chair
Kim Morque, Main State Ventures, Vice Chair
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
David Iassogna, People's United Bank
Philip Kuchma, Kuchma Corporation
Max Pastor, Bordentown DB, LLC

Staff

Lauren Coakley Vincent, DSSD President
Luisito Medina, DSSD/Block By Block

Guests

Paul Antinozzi, Antinozzi Associates
Michael Curreri, Block By Block
Jorge Cruz, Bridgeport City Council
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Matthew Meyer, Crestwood Management
Tricia Hyacinth, Fairfield County's Community Foundation
Kathy Maher, The Barnum Museum
Craig Nadrizny, City of Bridgeport
Daniel Roach, City of Bridgeport
Ian Sacarny, Crestwood Management

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, Michael Curreri of Block By Block, Bridgeport City Councilmember Jorge Cruz, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Matthew Meyer and Ian Sacarny of Crestwood Management, Tricia Hyacinth from Fairfield County's Community Foundation, Kathy Maher from The Barnum Museum, and Craig Nadrizny and Daniel Roach from the City of Bridgeport.

III. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the August 12, 2020, DSSD Board Meeting, as presented. Commissioner Iassogna seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

LCV in Treasurer Gross absence provided an explanation of the September 2020 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of July 2020 with \$113,419 in assets, of which \$58,053 was cash spread across two bank accounts. Liabilities totaled \$26,134, all of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$72,786. The accrued revenue was \$67,651. Expenses for the same period totaled \$62,180 – primarily related to creative placemaking and administration of the organization (\$58,860). Accrued revenue for the period exceeded expenses by \$5,472. Commissioner Morque made a motion to approve the September 2020 financial report. Commissioner Pastor seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach introduced Mr. Nadrizny, Director of the Public Facilities Department, to provide an update on the status of City services. Mr. Nadrizny noted that there had been cutbacks to the Public Facilities and Parks services, particularly street sweeping and park clean ups. Tree trimming had been put on hold since the beginning of the pandemic. Mr. Nadrizny asked that the tree trimming list be sent to the Parks Department and that a list of locations where pavers were damaged be compiled to share with the Public Facilities Department.

Mr. Roach shared feedback and successes of the expanded outdoor dining program in the Downtown. He noted that a few complaints had been raised about late night noise, but those were being addressed.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on recent reopenings and new openings of Downtown Bridgeport businesses. Ms. Coakley Vincent noted that the decorative light pole banners had been installed, a new Colorful Bridgeport content series was under development, and that applications had come in from artists to complete the Color It In mural at 1126 Main Street. She also gave updates on the recent community service project held in collaboration with Bridgeport International Academy students. Finally, Ms. Coakley Vincent shared the input she had received on the DSSD's strategic plan. She presented the Year 3 actions and intended outcomes.

Block by Block Regional Vice President Michael Curreri introduced the new DSSD Operations Manager, Luisito Medina. Mr. Curreri then provided detailed information on the program's staffing and service areas. He noted that the program was currently overstaffed by 40 hours to address the amount of hours missed by staffing transitions over the summer.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on September 2, 2020. The Committee discussed the incoming Operations Manager, Luisito Medina, and revised schedule for the Clean Team. Before setting the agenda for the board meeting in September, the Committee compiled questions about the status of the fiscal year 2021 budget to be addressed by the Tax Collector's Office and then reviewed by the Finance Committee.

B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on August 28, 2020. The Committee discussed a possible streetscape enhancement project on the block of Bank Street between Middle and Main Streets, the incoming Operations Manager, revised Clean Team deployment, and installing benches in Baldwin Plaza.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on August 28, 2020. The Committee discussed the public safety aspects of the Operations Manager's role and the Police Department's new partnership with Liberation Programs, a substance use service provider.

D. Special Events and Marketing

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on September 1, 2020. The Committee reviewed the progress of the Colorful Bridgeport campaign and the upcoming content series, discussed current and upcoming events, and various visual installations, including the DSSD's decorative light pole banners.

VIII. NEW BUSINESS

Mr. Morque announced that the DSSD was awarded a grant through the CT Humanities Fund to create video walking tour of Downtown Bridgeport in connection with the DSSD's Jane + Laurayne's Walk event. Ms. Coakley Vincent was asked to distribute a summary of the planned event activities.

Mr. Kuchma asked for information on the University of Bridgeport merger and campus development plan. In addition, he asked if there were metrics or an analysis done of the electric scooter program and scooter usage. Finally, he asked for more information on whether and where bicycle racks would be installed in the Downtown

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:50 p.m.