

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT  
BOARD OF COMMISSIONERS  
July 08, 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/uf4uE76r22hlGomKxR6GcZ4QI7rdaaa8gyZMqfsOmUvJAwp-MFBe9hUca1Md4sdT>; Password: 3L@0U\$!0.

In attendance:

**Commissioners**

Phil Pires, C & W Associates II, Chair  
Kim Morque, Main State Ventures, Vice Chair  
Eric Gross, John Broadcannon, Treasurer  
Bob Schneider, Jimmy's A & N, Secretary  
Karolyn Egbert, Trefz Corporation  
Fred Frassinelli, AMS Real Estate  
Philip Kuchma, Kuchma Corporation  
Matt Meyer, Bordentown DB, LLC

**Staff**

Lauren Coakley Vincent, DSSD President  
Ender Alban, DSSD/Block-By-Block  
Marcella Kovac, DSSD/The Bananaland

**Guests**

Chris DeAngelis, Cabezas-DeAngelis Engineers & Surveyors  
Jeffrey Gelbwaks, Split the Bill NY  
Lt. Paul Grech, Bridgeport Police Department  
Tricia Hyacinth  
Lynn Mosher, Rapha Massage  
Natalie Pryce, Led by Us  
Ian Sacarny, Crestwood Management  
Carolyn Vermont, City of Bridgeport

**I. CALL TO ORDER**

Chairman Pires called the meeting to order at 4:05 p.m.

**II. RECOGNITION OF GUESTS**

Mr. Pires opened the meeting by welcoming guests Chris DeAngelis of Cabezas-DeAngelis Engineers & Surveyors, Jeffrey Gelbwaks from Split the Bill NY, the Bridgeport Police Department's Lt. Paul Grech, Tricia Hyacinth, Lynn Mosher of Rapha Massage, Natalie Pryce from Led by Us, Ian Sacarny from Crestwood Management, and Carolyn Vermont from the City of Bridgeport.

**III. APPROVAL OF MINUTES**

Commissioner Kuchma made a motion to approve the Minutes of the June 10, 2020, DSSD Board Meeting, as presented. Commissioner Gross seconded the motion, and it was unanimously approved.

**IV. TREASURER REPORT**

Treasurer Gross provided an explanation of the July 2020 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of May 2020 with \$100,472 in assets, of which \$133,294 was cash spread across two bank accounts. Liabilities totaled \$47,246, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$85,973. The accrued revenue was \$542,708 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$556,532 – primarily related to streetscape maintenance and administration of the organization (\$469,142). Accrued revenue for the period fell short of expenses by \$13,824. Commissioner Morque made a motion to approve the July 2020 financial report. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

Mr. Kuchma requested that the Chair call a special Finance Committee meeting to review the current budget and discuss whether modifications might be needed in light of the continuing

impact of the COVID-19 pandemic. DSSD President Lauren Coakley Vincent and Mr. Pires will follow up to schedule this special meeting.

## **V. REPORT FROM THE CITY**

Mr. Roach was not in attendance to present a report from the City, so this agenda item was tabled to the next board meeting.

Lt. Paul Grech from the Bridgeport Police Department spoke about recent safety incidents in the Downtown. Current Fusion Center coverage is missing from midnight to 8:00 a.m. Mr. Kuchma reported a food business on Fairfield Avenue had its back door smashed the previous night. Lt. Grech detailed where the City monitored cameras are located, and invited DSSD members to visit the Fusion Center. Further, Lt. Grech shared that the DSSD should request to speak with Deputy Chief Anthony Armeno regarding uniformed officer coverage in the Downtown.

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

Ms. Coakley Vincent welcomed Natalie Pryce from Led By Us to share an update on the Downtown Bridgeport Small Business Pandemic Relaunch Grant Program. Ms. Pryce announced that the program had received 24 applications in total, of which 17 met the eligibility criteria. Further, she announced that the program had raised funds to give out 12 grants of \$2,500 and technical assistance to selected businesses.

Ms. Coakley Vincent shared brief news updates on Connecticut's reopening process, changes at the University of Bridgeport campus, and the new electric scooter share program installed in the Downtown. Ms. Coakley Vincent then welcomed Marcella Kovac from The Bananland to speak about recent results of the Colorful Bridgeport campaign and new content planned for the summer. At the conclusion of Ms. Kovac's report, Ms. Coakley Vincent spoke about the opening day for the Downtown Farmers Market on Thursday, July 8, and new practices in place to prevent the spread of COVID-19. A press release, newsletter, and series of social media posts had gone out to promote the event.

Ms. Coakley Vincent presented a project concept created by Groundwork Bridgeport to refresh the Broad Street Steps planted areas. The board provided approval to move forward with the refresh project concept, should the necessary funds be identified to cover the project expenses. Finally, Ms. Coakley Vincent welcomed Jeffrey Gelbwaks from Split the Bill NY to speak about the program and how it might be implemented in Downtown Bridgeport. Mr. Gelbwaks announced that Mark Reed, developer for 1188 Main Street Lofts, had urged him to consider the program for Downtown Bridgeport and would champion its implementation here. The Commissioners asked a variety of questions about implementation. Ms. Coakley Vincent will follow up with Mr. Gelbwaks and Mr. Reed on implementation.

DSSD Operations Manager Ender Alban shared the monthly cleaning highlights from the team of Ambassadors. Mr. Alban noted an improvement (decrease) in the number of open containers found in McLevy Green after working more closely with the Police Department on enforcement. He also noted that the team would focus on mulching different sites, as well as continue weeding, throughout the Downtown.

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

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

Mr. Pires reported on the Executive Committee meeting that was held on July 1, 2020. The Committee discussed the applications received for the Downtown Bridgeport Small Business Relaunch Grant Program, as well as the Broad Street Steps refresh project concept. The Committee also set the agenda for the board meeting in July.

Mr. Pires announced the DSSD Committee chairs for fiscal year 2021:

- Executive: Philip Pires

- Finance: Philip Pires
- Physical Conditions: Chris DeAngelis
- Public Safety: David Iassogna
- Special Events and Marketing: Kim Morque
- Elections: Bob Schneider
- Human Resources: Ryan McClay

**B. Physical Conditions**

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on June 26, 2020. The Committee reviewed the Broad Street Steps refresh project concept as presented by Groundwork Bridgeport. The Committee approved the project concept, and also discussed the new Lynx electric scooter share program roll out in the Downtown.

**C. Public Safety**

Ms. Coakley Vincent gave the Public Safety and Security Committee report in Commissioner Iassogna's absence. The meeting was held on June 26, 2020, and were joined by Lt. Thomas Minar from the Bridgeport Police Department. The Committee discussed the sharp increase in open containers left in McLevy Green, the increase in panhandling throughout the Downtown, and updates on recent protests and demonstrations in the district.

**D. Special Events and Marketing**

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on July 7, 2020. The Committee discussed the next phase of content for Colorful Bridgeport, upcoming events, and location for Color It In mural.

**VIII. NEW BUSINESS**

Ms. Coakley Vincent announced that year three of the DSSD's current strategic plan had begun with the new fiscal year. She asked that the Commissioners provide input on the actions and intended outcomes for the year, given the impact of COVID-19 and other recent events. Ms. Coakley Vincent will present an action plan incorporating the input at the August board meeting.

**IX. ADJOURNMENT**

Chairman Pires called for the meeting to be adjourned at 5:17 p.m.