

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
November 11, 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 via telephone and video conference. Access the recording here:

https://us02web.zoom.us/rec/share/UjsutdN_DHur8pdmbzAizAgTHvPqAM0fiMHRzQzXV7Yi5dDH6SjsSGV6BQPSyZw.4_0uvvrk3H1UV1Sd Passcode: 7@%BD3%e

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
Ryan McClay, Forstone Capital
Max Pastor, DB Bordentown, LLC

Staff

Lauren Coakley Vincent, DSSD President
Harold Hasell, DSSD/Block-By-Block

Guests

Paul Antinozzi, Antinozzi Associates
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Kathy Maher, The Barnum Museum
Matt Meyer, Crestwood Management
Daniel Roach, City of Bridgeport
Ian Sacarny, Crestwood Management
Denese Taylor-Moye, Bridgeport City Council

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:03 p.m. Acknowledgement that it is Veteran's Day

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Kathy Maher from The Barnum Museum, Matt Meyer and Ian Sacarny of Crestwood Management, Daniel Roach from the City of Bridgeport, and Bridgeport City Council Member Denese Taylor-Moye.

III. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the October 14, 2020, DSSD Board Meeting as presented. Commissioner Morque seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

In Treasurer Gross' absence, Mr. Pires provided an explanation of the November 2020 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of September 2020 with \$110,253 in assets, of which \$104,836 was cash spread across two bank accounts. Liabilities totaled \$54,677, all of which were Accounts Payable and Deferred Revenue. Net Assets at the end of the month totaled \$41,080. The accrued revenue was \$158,438 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$184,945. Accrued expenses for the period exceeded revenues by \$26,506. Mr. Morque made a motion to approve the November 2020 financial report. Commissioner Pastor seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach provided updates on the move to transfer management of Parking Enforcement from the Public Facilities Department back to the Police Department, when meters might be installed on Middle Street, and access to the City-owned lot behind the 1188 Main Street Lofts building. In addition, he spoke about progress towards completing Downtown area development, renaming John Street to "Joseph J. Kaliko Way," and the timing for release of the City's small business grant program. Mr. Morque requested information about the Lafayette Circle redesign and Intermodal Transportation Center transformation projects at the next monthly board meeting.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on recent Colorful Bridgeport content and events, including the People of Colorful Bridgeport series with companion public art installation at 1001 Main Street and the [Jane & Laurayne's Walk short film](#). Ms. Coakley Vincent congratulated the business owners of BPT Creates and Ursa Gallery for their successful installation of a mural on their storefront façade, which received funding through the DSSD's Color It In mural program. Further, she detailed the list of various promote, activate, and mobilize activities planned for the holiday shopping season, made possible with generous support from Avangrid/United Illuminating. Ms. Coakley Vincent walked through the Phase 2.1 reopening restrictions issued by the City and State, noting that a library of business alerts were accessible at colorfulbridgeport.com/news that included all details. Finally, she shared information about the City's [Zone Bridgeport effort](#) to rewrite the zoning code, [proposed map](#), and [Downtown zone snapshots](#). Ms. Coakley Vincent asked for volunteers to join an ad hoc committee to provide input on the proposed rewrite. Commissioners Kuchma and Pastor, along with Mr. Antinozzi and Mr. DeAngelis volunteered to join.

DSSD Operations Manager Harold Hasell shared the monthly cleaning highlights from the team of Ambassadors. Mr. Hasell discussed the new team schedule and increased focus on landscaping hours to clear tree leaves from the sidewalks.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on November 4, 2020. The Committee discussed the newly announced rollback restrictions to Phase 2.1 at the City and State levels, public safety concerns raised at a community meeting held at the end of October, and Zone Bridgeport's proposed map and regulations. The Committee also set the agenda for the board meeting in November.

B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on October 30, 2020. The Committee discussed streetscape issues raised at a community meeting held at the end of October, the list of streetscape elements to address with the City's Public Facilities Department, the wrap up of the electric scooter program, and the monthly Ambassador performance report. After the meeting, the Committee provided input on the draft streetscape maintenance/public safety RFP to be issued by the DSSD.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on October 30, 2020. The Committee welcomed a new member and reviewed in detail the public safety concerns raised at a community meeting held at the end of October, along with the ways in which the DSSD may contribute to solutions. The Committee also discussed the issue of broken parking meters and the change in Parking Enforcement's management and oversight from Public Facilities to the Police Department.

D. Special Events and Marketing

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on November 9, 2020. The Committee reviewed the progress of the Colorful Bridgeport campaign and the upcoming content series, discussed current and upcoming events, and brainstormed plans for Small Business Saturday and ways to support Downtown businesses during the upcoming holiday shopping season.

VIII. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:51 p.m.