

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT  
BOARD OF COMMISSIONERS  
June 14, 2023  
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, C & W Associates II, Chair  
David lassogna, M&T Bank, Vice Chair  
Eric Gross, John Broadcannon, Treasurer  
Javier Ceja, Downtown Strategic Group  
Fred Frassinelli, AMS Real Estate  
Philip Kuchma, Kuchma Corporation  
Jason Cohen, Bordentown DB, LLC

**Staff**

Lauren Coakley Vincent, DSSD President  
Charles Suarez-Penn, DSSD/SMG

**Guests**

Alicia Cobb, Art Simplicated  
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers  
Callie Gale Heilmann, Made in Bridgeport, LLC  
Eleanor Guedes, Primrose Companies  
Kathy Maher, The Barnum Museum

**I. CALL TO ORDER**

Chairman Pires called the meeting to order at 4:03 p.m.

**II. RECOGNITION OF GUESTS**

Mr. Pires opened the meeting by welcoming guests Alicia Cobb of Art Simplicated, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Callie Gale Heilmann of Made in Bridgeport, LLC, Eleanor Guedes of Primrose Companies, and Kathy Maher from The Barnum Museum.

**III. APPROVAL OF MINUTES**

Commissioner Gross made a motion to approve the Minutes of the May 10, 2023, DSSD Annual Meeting, as presented. Commissioner lassogna seconded the motion, and it was unanimously approved.

**IV. TREASURER REPORT**

Treasurer Gross provided an explanation of the April 2023 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of April 2023 with \$123,518 in assets, of which \$228,661 was cash spread across two bank accounts. Liabilities totaled \$30,864, encompassed by a mix of Accounts Payable and Deferred Revenue. Net Assets at the end of the month totaled \$92,655. The accrued revenue was \$898,105 – primarily City of Bridgeport tax and contract payments. Expenses for the same period totaled \$927,035 – primarily related to streetscape maintenance and creative placemaking programming (\$711,148). Accrued expenses for the period exceeded revenue by \$28,930. Commissioner Kuchma made a motion to approve the April 2023 financial report. Mr. lassogna seconded the motion, and it was unanimously approved.

**V. REPORT FROM THE CITY**

Mr. Toledo did not attend the meeting, so the agenda item was tabled to the next meeting.

**VI. PRESIDENT'S REPORT**

DSSD President Lauren Coakley Vincent shared the Colorful Bridgeport campaign's May content highlights, including the Bridgeport Entrepreneur Exchange event collaboration with the Bridgeport Regional Business Council and City of Bridgeport's Small and Minority Business Enterprise Office, the launch of the Colorful Crew beautification volunteer recruitment efforts, and Mental Health Awareness Month business and resource features Mental Health Awareness. In addition, the DSSD announced six additional public art sites available for creative concept

proposals via the Color It In: Corners program. All available sites are listed on the DSSD's website: [colorfulbridgeport.com/color-it-in-corners](https://colorfulbridgeport.com/color-it-in-corners).

Ms. Coakley Vincent noted that the State Historic Preservation Board was taking up the issue of whether or not to consolidate the two historic districts within Downtown Bridgeport, and thereby include new properties within the boundaries, at their meeting on June 16th. Additional information on historic districts is available at [nps.gov/subjects/nationalregister](https://nps.gov/subjects/nationalregister) and the meeting agenda is available on the State Historic Preservation Office's website: [https://portal.ct.gov/DECD/Content/Historic-Preservation/06\\_About\\_SHPO/State-Historic-Preservation-Review-Board/Meeting-Agendas/June-16-2023](https://portal.ct.gov/DECD/Content/Historic-Preservation/06_About_SHPO/State-Historic-Preservation-Review-Board/Meeting-Agendas/June-16-2023).

Ms. Coakley Vincent gave an overview of the Downtown Ambassador team's performance report for the month of May, which reflected an increase (10%) in sanitation instances over the past month mostly due to a jump in the alcohol containers and trash bags collected; and a 42 percent increase over the same period in the previous year, also due to a jump in trash bags and empty alcohol containers collected. The team saw a large increase (775%) in the amount of time devoted to beautification work from the previous month, and from the same time period in the previous year both related to the seasonal increase in all metric categories except for leaf bags collected. The Public Safety category decreased by 3 percent from the previous month and 48 percent from the same month in the previous year, both due to a drop in instances of panhandling and bicycle hours in service. Finally, there was an increase in the number of interactions in the Public Engagement category from the previous month (8%) and from the same month in the previous year (34%).

## VII. REPORTS OF STANDING & SPECIAL COMMITTEES

### A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on June 7, 2023. The Committee spoke with representatives from the Office of Planning and Economic Development about a possible collaboration for enhanced Ambassador services at the train station. The Committee reviewed the documents provided by the State Historic Preservation Office related to the upcoming vote to consolidate historic districts in Downtown Bridgeport, outcomes of the annual sponsorship appeal, and additional feedback from the CT Main Street Center regarding the district evaluation. The Committee also set the agenda for this month's board meeting.

Mr. Pires also announced the appointment of fiscal year 2024 chairs for the administrative and program committees of the DSSD:

ADMINISTRATIVE	PROGRAM
<ul style="list-style-type: none"><li>• Executive: Phil Pires</li><li>• Finance: Phil Pires</li><li>• Elections: Bob Schneider</li><li>• Human Resources: Phil Pires</li></ul>	<ul style="list-style-type: none"><li>• Physical Conditions: Chris DeAngelis</li><li>• Public Safety: David Iassogna</li><li>• Special Events and Marketing: Alicia Cobb</li></ul>

### B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on May 26, 2023. The Committee walked the district with Ms. Coakley Vincent and Downtown Ambassador Operations Manager Charles Suarez-Penn, identifying areas where additional detailed cleaning was needed, as well as sites for special or seasonal beautification projects.

### C. Public Safety

Commissioner Iassogna reported on the Public Safety Committee meeting that was held on May 26, 2023. The Committee heard reports from the Ambassador team regarding quality of life and safety concerns observed during the weekly public safety shifts. The Committee discussed whether to include possible solutions to pedestrian and roadway safety concerns

in the group's purview. Additionally, quality of life complaints received from residents and business owners were discussed, as well.

**D. Special Events and Marketing**

Ms. Cobb reported on the Special Events and Marketing Committee meeting that was held on June 6, 2023. The Committee reviewed the Colorful Bridgeport content for the past month, including the Poetry Month video series, and upcoming content for June and July. The Committee discussed plans for upcoming events, including the Downtown Farmers Market, AIR Shift workshop, Jane's Walk, and PARK(ing) Day. Finally, the Committee reviewed progress updates for each of the new Color It In: Corners public art sites.

**VIII. NEW BUSINESS**

Ms. Maher gave a thorough overview of the various components of exterior construction taking place at the Barnum Museum, along with the variety of funding sources being accessed and requested to finance the enhancements. She also noted that the museum would be recognized as a National Historic Landmark by the National Register of Historic Places in August. Finally, she announced that the [Barnum's YouTube channel](#) was awarded an Emmy for the Showman Shorts series.

**IX. ADJOURNMENT**

Chairman Pires called for the meeting to be adjourned at 4:34 p.m.