

BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
January 14, 2026
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 were:

Commissioners

Phil Pires, C & W Associates II, Chair
David Iassogna, M&T Bank, Vice Chair
Eric Gross, John Broadcannon, Treasurer
Callie Heilmann, Made in Bridgeport, Secretary
Javier Ceja, Downtown Strategic Group
Alicia Cobb, Downtown Resident
Jason Cohen, Bordentown DB, LLC
Gemeem Davis, Bridgeport Generation Now
Karolyn Egbert, Trefz Corporation
Hugh Hallinan, Downtown Cabaret Theatre
Philip Kuchma, Kuchma Corporation
Fred Frassinelli, Our Fave, LLC
Barbara Sreckovic, Downtown Resident
Andy Toledo, City of Bridgeport (Ex Officio)

Staff

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

Guests

TJ Elgin, Full Moon Brewing
Ira Jacoby, Felner Corporation
Sarah Lopez, Office of Sen. Murphy
Kathy Maher, The Barnum Museum

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 TJ Elgin of Full Moon Brewing, Ira Jacoby from the Felner Corporation, Sarah Lopez from the Office of Sen. Murphy, and Kathy Maher from The Barnum Museum.

III. APPROVAL OF MINUTES

Commissioner Gross made a motion to approve the Minutes of the December 10, 2025, DSSD Board Meeting, as presented. Commissioner Egbert seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the November 30, 2025 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of November 2025 with \$256,006 in assets, of which \$323,043 was cash spread across two bank accounts. Liabilities totaled \$101,891, encompassed by a mix of Accounts Payable and lease liability. Net Assets at the end of the month totaled \$154,115. The accrued revenue was \$316,419 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$396,954 – primarily related to streetscape maintenance and administration of the organization (\$279,763). Accrued expenses exceeded revenue for the period by \$80,535. Commissioner Iassogna made a motion to approve the November 2025 financial report. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Toledo spoke about the citywide property revaluation process that concluded in March. He also announced several staff transitions in the Chief Administrative Office and Chief of Staff team. Regarding Downtown Bridgeport items, Mr. Toledo passed along comments from the Office of Planning and Economic Development submitted via email:

- Sidewalk repairs grant status update – this is in final stages with Federal Housing & Urban Development, waiting on an environmental before construction can begin.
- McLevy Hall roof repairs timeline – this is in the contract phase with the selected architect.
- Post Office Square redevelopment RFP – Interviews are expected to happen next week.
- Majestic Theaters RFP – The solicitation is expected to be released by the end of the month.
- Sliver by the River construction timeline – The design plan is nearing submittal to the CT Department of Energy & Environmental Protection

VI. **PRESIDENT'S REPORT**

DSSD President Lauren Coakley Vincent **gave an overview of the Downtown Ambassador team's** performance report for the month of December 2025, which reflected an increase in sanitation instances over the past month (3%) and over the previous year (21%) due to fluctuations in alcohol containers, trash bags, and snow removed. The team saw a seasonal decrease (82%) in the amount of time devoted to beautification work from the previous month and an increase (62%) from the same time period in the previous year due to the amount of hours dedicated to leaf removal. The Public Safety category reflected a decrease (14%) from the previous month and an increase (68%) from the same month in the previous year due to fluctuations in the instances of panhandling. Finally, there was an increase in the number of interactions in the Public Engagement category from the previous month (7%) and from the same month in the previous year (66%).

Ms. Coakley Vincent then gave updates on the Colorful Bridgeport content in December, which focused on the Shop Locally, Give Colorfully video series featuring Downtown businesses by sector and the Arcade Winter Market. She then previewed the new list of sponsorship opportunities and asked for feedback on the various options.

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

A. Executive

Mr. Pires reported on the Executive Committee meeting that was held on January 7, 2026. The Committee **set the agenda for this month's board meeting**. The Committee preliminarily discussed a few potential line items for the fiscal year 2027 budget and provided comments on the sponsorships list. Finally, the Committee reviewed Commissioner attendance of board meetings for the past year.

B. Physical Conditions

Mr. Frassinelli reported on the Physical Conditions Committee meeting that was held on January 9, 2026. The Committee discussed the mix of sanitation and beautification services that the DSSD should offer in the upcoming fiscal year. The Committee then finalized the budget request letter to the City of Bridgeport for the fiscal year 2027 budgeting process.

C. Public Safety

Mr. Iassogna reported on the Public Safety Committee meeting that was held on January 9, 2026. The Committee discussed the quiet but well patronized holiday season in the Downtown, and spoke in detail about quality of life concerns pertaining to Downtown dog owners.

D. Special Events and Marketing

Commissioner Cobb reported on the Special Events and Marketing Committee meeting that was held on January 6, 2026. The Committee reviewed the Colorful Bridgeport content from the past month and a report on the 2025 social media and website analytics. The Committee then discussed in detail the strategic plan objectives related to marketing and mapped out activities to implement those objectives in calendar year 2026.

E. Elections

Commissioner Heilmann reported on the Elections Committee meeting that was held on December 23, 2025. The Committee reviewed the expiration dates for the current Commissioners on June 30, 2026: Hugh Hallinan, Callie Heilmann, Phil Kuchma, and Tony Sherwood. The Committee then set the 2026 elections process timeline and communications plan:

- Today: 2026 elections process announced
- Tuesday, January 27: How to Run Info Session in person, Zoom, and recorded – snow date of Thursday, January 29
- Monday, February 2: Nomination form opens
- Friday, April 3: Nomination form closes
- Wednesday, April 8: Approve ballot for annual meeting notice
- Wednesday, May 13: DSSD Annual Meeting

VIII. **ADJOURNMENT**

Chairman Pires called for the meeting to be adjourned at 4:39 p.m.