



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, April 01, 2026
City Hall Council Chambers at 9am
111 North Main Street, Bristol CT 06010

CODE ENFORCEMENT COMMITTEE MEMBERS IN ATTENDANCE:

Richard J Brown, Chief Building Official (C.B.O.)
Ellen Zoppo-Sassu, Mayor
Michael Yacovino, FMO
Erica Mikulak, BBHD
Lt. Eric Hanson, BPD
Josh Corey, Public Works (P.W.)
Rob Longo, Water Department (W.D.)

In Absence:

Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)

Also in Attendance:

Jeffrey Steeg, Corp. Counsel (B.C.C.)
Noelle Bates, Corp. Counsel
Maria Theam, Corp. Counsel
Jonathan Donovan, Corp. Counsel
Kristopher Lambert, Fire Marshal (F.M.O.) - Zoom
Jennifer Cole, Tax Office
Marco Palmeri, BBHD
Stephen Bynum, BPRYCS
Jeff Arduini, BPRYCS
John Aniolowski, BHA
Tom DeNoto, Assessor
Lindsey Rivers, Public Works (P.W.)

A) Call to Order and Introductions:

Ellen Zoppo-Sassu, Mayor - Called to order the Wednesday, April 01, 2026, Code Enforcement Committee Meeting at 9:00AM in the Bristol Council Chambers.
Welcome Jeff Arduini, BPRYCS

B) Approval of March 04, 2026 Meeting Minutes:

Ellen Zoppo-Sassu, Mayor – Motion to approve February 11, 2026 Meeting Minutes
Rob Longo, Water Department (W.D.)- Motion to approve
Richard J Brown, Chief Building Official (C.B.O.) - 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries

C) Public Participation: None

D) Discussion of Properties of Interest and/or Concern to Committee Members: None

E) Old Business:

1. 267 Main St – RJB (CBO) * - PMC Violations / Board & Secure / Foreclosure Action:
Building has maintained security. Potential buyers have stopped into BBD.
Jeffrey Steeg, Corp. Counsel (B.C.C): Motion to default, FTA, waiting for proof of Military affidavit, outstanding taxes are owed.
2. 8 Summer St - RJB (CBO) * - PMC Violations: Owners are being compliant. Gutter needs to be repaired.
Michael Yacovino, FMO: Paul Tramadeo and Mike Y have been going out on weekly visits, a lot of work has been completed, updated fire alarm. Has been doing everything they have been requested to do.
Ellen Zoppo-Sassu, Mayor: Complaints concerning significant amount of garbage and debris from homes on Summer St. to Center St - abutting property in rear. All owners to be notified.
Rob Longo, Water Department (W.D.); Motion to Remove
Michael Yacovino, FMO: 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **REMOVE**
3. 61 East Main St - BTP (Z), RJB (CBO) & FMO * - Blight / New Owner: 3-year project
Richard J Brown, Chief Building Official (C.B.O.): Motion to move to Long Term Watch List.
Michael Yacovino, FMO: Spoke to FM, Kristopher Lambert, they both agree - 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **Move to LTWL**
4. 40 West Street - RJB (CBO) – Abatement / Demolition – Demolition to start next Tuesday or Wednesday. Fencing is up and site clean up has begun. School district has been notified.
Ellen Zoppo-Sassu, Mayor – Motion to Remove
Richard J Brown, Chief Building Official (C.B.O.) - 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **REMOVE**
5. 111 Stewart St: - RJB (CBO) – Deteriorating Front Porch – BBD Inspector has met with owner several times, waiting for drawings. Back and front are deteriorating.
Erica Mikulak, BBHD – BBHD will need to do a site visit and follow up with tenants.
Rob Longo, Water Department (W.D.) – On the water shut off list for 04/07/2026
Michael Yacovino, FMO – New owner (Sal), renovated property, signed off on permit with provisions. Revised plan to be sent to BBD. Permit on hold.
Richard J Brown, Chief Building Official (C.B.O.) - Would like to continue to monitor this property.
Ellen Zoppo-Sassu, Mayor – Keep on list.
6. 45 North Main St - RJB (CBO) – Deteriorating -
Rob Longo, Water Department (W.D.) – On the water shut off list for 04/07/2026.
7. 59 North Main St - RJB (CBO) – Water Shut Off / Deteriorating - On the water shut off list for 04/07/2026. Tenant is paying 20% to keep water on.

8. **81 North Main St - RJB (CBO)** – Mayor, BBD, BHA, BBHD & FMO Team Inspection - Ellen Zoppo-Sassu, Mayor – Grime Busters is helping to clean up within their business. Nothing has been done to the property. Owes taxes.
Rob Longo, Water Department (W.D.) – Irrigation meters were tampered with, hooked up to the business. There is no knowledge of being charged for water and sewer. Possible plumbing work completed. Under investigation.
Richard J Brown, Chief Building Official (C.B.O.) – Rear entrance near Laurel St has been breached. Proof of homeless occupying the space. There are no damage or life safety concerns this time. The gate between Brackett Park and building has been removed. CBO has spoken to property Mgr.
Ellen Zoppo-Sassu, Mayor – Continue to monitor.

F) Clean & Lien / Fix & Lien:

- **252 Terryville Rd – BTP (Z)** * - Blight:
Richard J Brown, Chief Building Official (C.B.O.) – Zoning Officer is out of business today. On Friday, Zoning Officer Brandon Peate went to the property and observed all vehicles had been removed, the Clean and Lien was called off. An inspection of compliance occurred on Sunday; it was observed that all the cars have appeared again.
Jeffrey Steeg, Corp. Counsel (B.C.C) – Brandon, Leo, Attorneys and Attorney Steeg all met on Friday. Went back out on Sunday and observed that violations remain. Will visit the Clean and Lien again.
- **252 ½ Terryville Rd - BTP (Z)** * - Blight: See notes for 252 Terryville Rd
- **138 West St – RJB (CBO)** - Exterior: 3 ½ buildings that are deteriorating and falling apart. Through CE, 1 out of the 4 decks were replaced. We will begin 2nd deck out of the four due to non-compliance.
Jeffrey Steeg, Corp. Counsel (B.C.C) – Was requested to give pay offs for numerous tickets for 138 West St & 48 Park St.
- **45 Williams St – BTP (Z)** * - Clean & Lien –
Richard J Brown, Chief Building Official (C.B.O.) – Successful Clean & Lien.
Several broken windows that will be followed up on.
Josh Corey, Public Works (P.W.) – Everything went smoothly. BPD was there to assist.
- **107 Gridley Street – RJB (CBO)** * - Condemned/ Broken Sewer Lateral: Status quo, no movement. Waiting for the resolution, pertaining to removal of the abandoned. Building has been condemned. The rear garage is pending demolition order.
Jeffrey Steeg, Corp. Counsel (B.C.C) – Pending Foreclosure with return date of March 17th, 2026.

G) Long-Term Watch List:

- **45 Grassv Rd - BTP (Z) & RJB (CBO)** * – Debris:
Ellen Zoppo-Sassu, Mayor – Clean-up is active. Trees being cut within permitted area within wetlands, approved permit. In order to access property and to remove debris/clean up.
Richard J Brown, Chief Building Official (C.B.O.) - Agrees to removing from LTWL.
Lt. Eric Hanson, BPD – Motion to Remove from LTWL.
Michael Yacovino, FMO - 2nd motion

Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries –
REMOVE from LTWL

- **211 Park St - RJB (CBO /C. E) *** - Hole in Culvert/ New Owner:
Erica Mikulak, BBHD – Met with new owner on March 12th, 2026 along with other departments and went over all violations that need to be addressed. The property owner has been in contact with all departments that are involved and BBD was out there recently to look at the culvert. The property understands what needs to be addressed and the requirements.
- **213 Park St - RJB (CBO /C. E) *** - Hole in Culvert: See Notes for 211 Park St.
- **215 Park St -- RJB (CBO /C. E) *** - Hole in Culvert/ New Owner: See Notes for 211 Park St.
Richard J Brown, Chief Building Official (C.B.O.) – The Cambodian Buddhist Society has applied for a Retaining Wall permit, this is a very extensive project. There will be heavy trucks driving over the 211,213 & 215 Park St culvert.
- **550 Broad St - RJB (CBO)** – Services Disabled: Owners are being cooperative, complying with requests, continuing to do work.
Michael Yacovino, FMO- Spoke to FM, Kristopher Lambert, both are in agreement that this can come off the list once the rest of the committee is satisfied.
- **575 Broad St - RJB (CBO)** – Services Disabled: See notes for 550 Broad St.

H) **URAA – Uniform Relocation Assisting Act:** Stephen Bynum (BPRYCS): Has 1 person from 78 Summer St. Has storage left for 1 month.

I) **Tax Liens:** Jennifer Cole, Tax Collector (BTC) – No changes.

J) **Next CEC Meeting:** Ellen Zoppo-Sassu, Mayor – May 06, 2026 at 9:00am in the Council Chambers.

K) **To Adjourn:**
Rob Longo, Water Department (W.D.) – Motion to Adjourn
Lt. Eric Hanson, BPD – 2nd Motion
Ellen Zoppo-Sassu, Mayor – All in Favor - I -Any Opposed - Motion Carries - Adjourned at 9:40am

Per Order of the Chairperson

Ellen Zoppo-Sassu, Mayor

