



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, June 03, 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.)
Brandon Peate, Zoning Officer
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.)

Also in Attendance:

Jeffrey Steeg, Corp. Counsel (B.C.C.)
Noelle Bates, Corp. Counsel
Filemon Cappelli, Corp. Counsel (Intern)
Marco Palmeri, BBHD
Stephen Bynum, BPRYCS
Jeff Arduini, BPRYCS
John Aniolowski, BHA
Tom DeNoto, Assessor
Susan Tyler, Council Woman - Zoom
Josh Corey, Public Works (PW)
Lindsey Rivers, Public Works (P.W.) – Zoom
Emmanuel Lorenzo, Assessors Office
David Sgro, ECD - Zoom

A) Call to Order and Introductions:

Ellen Zoppo-Sassu, Mayor - Called to order the Wednesday, June 03, 2026, Code Enforcement Committee Meeting at 9:02AM in the Bristol Council Chambers.

B) Approval of March 04, 2026 Meeting Minutes:

Ellen Zoppo-Sassu, Mayor – Motion to approve May 06, 2026 Meeting Minutes
Rob Longo, Water Department (W.D.) - Motion to approve
Lt. Eric Hanson, BPD - 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

C) **Public Participation:** None

D) **New Business:**

- **Removal of cars from private property:** Had a meeting with several local towing companies to remove vehicles at no cost to the city. There has been a post put in the newspaper.

Brandon Peate, Zoning Officer – Motion to approve removal of abandoned cars, and the process to be adopted and made a policy to the city Council.

Michael Yacovino, FMO – 2nd motion

Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

- **Increasing Citation Fines** – Citations have not increased in the past 9 yrs.; The increase will need to go through the Ordinance Committee meeting.

Brandon Peate, Zoning Officer – Motion that the matter regarding citation fines be referred to the Ordinance Committee via the Bristol City Council to review increasing the municipality assessed civil penalties the city can impose under Connecticut General Statute Section 7-148.

Erica Mikulak, BBHD – 2nd motion

Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

- **Citation Hearing Officers stipend** – The way that the hearing officers are being assigned is being changed, the amount they get paid will need to also change. This is good for a better rotational and integrity of the process.

Lt. Eric Hanson, BPD – Motion to move the following new compensation rate for citation hearing officers be referred to the Bristol City Council for approval. The stipend for the hearing officers shall go into effect in the new fiscal year on July 1st, 2026.

Rob Longo, Water Department (W.D.) – 2nd motion.

Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

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

F) **Old Business:**

- 1.) **267 Main St – RJB (CBO):** * PMC Violations / Board & Secure / Foreclosure Action: No activity, under radar.
- 2.) **111 Stewart St: - RJB (CBO):** * – Front Porch – BBD still has not received drawings needed for the approval of the permit for the front porch. In appeals for citation.
- 3.) **45 North Main St - RJB (CBO):** * – Deteriorating/ Exterior – No complaints received.
- 4.) **59 North Main St - RJB (CBO):** * – Water Shut Off / Deteriorating - No complaints received. No changes, water was paid by tenants.

- 5.) **81 North Main St - RJB (CBO):** – Mayor, BBD, BHA, BBHD & FMO – Last month a door had to be boarded and secured, due to door being breeched by the homeless.

G) Clean & Lien / Fix & Lien:

- **252 & 252 ½ Terryville Rd – BTP (Z):** *- Blight: Citation will be upheld if not completed by today. Owner has been notified that another Clean & Lien will be entered if property is not cleaned by today. Will give 2 weeks to fully remediate.
- **138 West St – RJB (CBO):** *- Exterior: Two of the four decks have been replaced. Due to the severity of the decks, this property will stay on list. Owner has had a year to fix the decks, has not been compliant. Second deck was more intricate.
- **107 Gridley Street – RJB (CBO):** *- Condemned/ Broken Sewer Lateral/Abandoned MV – Property was condemned due to sewer lateral and water turned off. BBD & BBHD will be meeting with new owner to go over expectations and remediation needed. Ellen Zoppo-Sassu, Mayor – Erica, BBHD to set up meeting.
- **82 Lexington St - BTP (Z):** *- Blight – This property has been sold. New property owner has been doing a great job cleaning it up. Pay off request for relocation lien has been requested.
Rob Longo, Water Department (W.D.) - Motion to remove
Brandon Peate, Zoning Officer – 2nd motion
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

H) Long-Term Watch List:

- **211 Park St - RJB (CBO /C. E):** *- Hole in Culvert/ New Owner: Erica Mikulak, BBHD – Received information on a survey that was going to be conducted. Owner was working with Bill Stango. Interior violations have been remediated. Exterior violations are still unresolved. An application for Inland & Wetlands should be submitted.
Rob Longo, Water Department (W.D.) – During meeting, it was requested to have a plan Sent, they have not received anything yet and have not heard from the owner concerning the culvert.
Richard J Brown, Chief Building Official (C.B.O.) – Owner has expressed interest in getting this fixed and finding accurate site plans. Owner is trying to find help with pay. This culvert is not going to be an easy fix. Needs approval through PW Engineering before he can move forward.
- **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.
- **550 Broad St - RJB (CBO):** *- Services Disabled: Permits have been pulled for 575 Broad St; work that has been discussed is being done.
Michael Yacovino, FMO – Work is being done and making progress. There was an issue with car storage, this was addressed by FMO. Would like to keep on for another month.

Jeffrey Steeg, Corp. Counsel (B.C.C) – There has been a mechanic lien placed on the property by SC Construction Solutions LLC.

- **575 Broad St - RJB (CBO):** * – Services Disabled: Permits have been pulled for 575 Broad St; work that has been discussed is being done. See notes for 550 Broad St.
- **9 Divinity St – RJB (CBO)** * – Roof permit was applied for, roof not completed. Will not be able to go in to inspect until the interior has been cleaned and allowed to go on second level. Project has stalled.
Ellen Zoppo-Sassu, Mayor – There was a conversation about the health department, and the state health department, the owners were to send in documentation about the level of contamination and/or hazardous materials. That has never been received.
Jeffrey Steeg, Corp. Counsel (B.C.C) – January taxes have not been paid.
Richard J Brown, Chief Building Official (C.B.O.) – Last conversation with Hai Dang, he was moving forward and was getting the documentation for the testing, through an approved testing agency. There has been activity on the inside but not sure what is being done.

I) **URAA – Uniform Relocation Assisting Act:** Jeff Arduini (BPRYCS): 5 clients have received help from this program. Two receiving moving expenses and storage expenses paid for 6 months.

J) **Tax Liens:** Ann Bednaz, Tax Collector (BTC): None

K) **Next CEC Meeting:** July 01, 2026 at 9:00am in the Council Chambers

L) **To Adjourn:**

Rob Longo, Water Department (W.D.) – Motion to Adjourn

Michael Yacovino, FMO – 2nd Motion

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

Adjourned at 9:42 am

Per Order of the Chairperson

Ellen Zoppo-Sassu, Mayor



APPROVED