



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, July 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.)
Brandon Peate, Zoning Officer
Ellen Zoppo-Sassu, Mayor
Michael Yacovino, FMO
Erica Mikulak, BBHD
Lt. Eric Hanson, BPD
Ray Rogozinski, Public Works (P.W.)
Rob Longo, Water Department (W.D.)

Also in Attendance:

Richard J. Hart, Code Enforcement Officer (CEO)
Jeffrey Steeg, Corp. Counsel (B.C.C)
Noelle Bates, Corp. Counsel
Filemon Cappelli, Corp. Counsel (Intern)
Anna Matthews, Mayor's Office (Intern)
Marco Palmeri, BBHD
Stephen Bynum, BPRYCS
John Aniolowski, BHA
Susan Tyler, Council Woman
Josh Corey, Public Works (PW)
Lindsey Rivers, Public Works (P.W.) – Zoom
Kristopher Lambert, Fire Marshal (FMO) - Zoom

A) Call to Order and Introductions:

Ellen Zoppo-Sassu, Mayor: Called to order the Wednesday, July 01, 2026, Code Enforcement Committee Meeting at 9:01AM in the Bristol Council Chambers.

B) Approval of June 03, 2026 Meeting Minutes:

Ellen Zoppo-Sassu, Mayor: Motion to approve June 03, 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:

Ray Rogozinski, Public Works (P.W.) - 225 Terryville Rd – See discussion for 252 Terryville Ave.

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

Ellen Zoppo-Sassu, Mayor – 84 Gaylord St: Exterior and building are in need of maintenance. Complaints of no heat, possibly someone living in attic, fire alarms keep going off, due to the heat buildup. Landlords live in Berlin, Ct. not responding to complaints from tenants.

Michael Yacovino, FMO: This used to be a 3 family, rented as a 2 family. All 3 floors can be used. Owners were difficult to deal with. They did become compliant within the last 6 months; they are good for fire standards. The contractor will need to go through to see where the issue may be.

Erica Mikulak, BBHD: Complaints of sewage backup in the basement.

Ellen Zoppo-Sassu, Mayor – 92 Gaylord St: Baymar Apartments. Have received quite a few complaints. There is a large trailer, a broken fence, noise complaints, several unregistered vehicles and vehicles parking in the fire lanes. Would like a team visit. Not sure the fire trucks can get through parking lot if called to respond for an emergency. Owners have been non responsive.

Erica Mikulak, BBHD: BBHD goes to this property monthly concerning trash, the fence, cock roaches, and dumping into the river. Property manager (Bristol Meadows) are aware of issues. They respond quickly to be compliant. The tenants do not listen to the management.

Ellen Zoppo-Sassu, Mayor: Group visit should consist of BBHD, BPD, BBD, FMO & Zoning. Scheduled 07/06/2026 at 11:15am with Property Manager.

John Aniowski, BHA: There are several properties with issues, payment has ceased due to noncompliance in several locations. Management has not been compliant.

Ellen Zoppo-Sassu, Mayor – 21 Addison St: Tall Grass & Exterior issues.

Ellen Zoppo-Sassu, Mayor – Complaint by Susan Tyler, Council Woman concerning tall grass at 39 Donna Lane.

Brandon Peate, Zoning Officer – 1004 Jerome Ave: New property owner. Renovations completed without permits.

Richard J Brown, Chief Building Official (C.B.O.): Cease & Desist was issued by BBD due to age of home and potential hazardous materials that was thrown onto the ground. The roof and siding have been installed improperly and no permits pulled for any of the work when it was started. Lack of proper procedures when removing the material. Health department has some updates.

Erica Mikulak, BBHD: Assisted Chief Building Official, Richard Brown to the property several times. BBHD took samples of the wood and materials to be tested, the owner is aware. Results came back very heavily high lead content and lead paint. The material is all over the grass, they were directed to stop all work – Owners have been unresponsive. Citation tickets will begin due to non-compliance. Owners have been told to clean up and properly dispose of hazardous materials. State statues says that property owner is responsible to dispose properly of 10 yards of hazardous materials. There needs to be an all-inclusive, which includes disposal of, and testing, lien is for full total.

Brandon Peate, Zoning Officer: Recommends a 3rd party vendor be hired to do proper clean up of hazardous materials. The property owner has not been responding.

Richard J Brown, Chief Building Official (C.B.O.): HIC contractors are doing the work, there is a language barrier. BBD has been to this location 8-10 times to follow up with the owner. The property owner has not been responding.

Richard J Brown, Chief Building Official (C.B.O.): Motion to hire an independent company to remove the hazardous materials and test soil. All charges

Brandon Peate, Zoning Officer: 2nd Motion for a Clean & Lien with a 3rd party vendor, that includes soil testing.

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

Rob Longo, Water Department (W.D.) – 221 Greene St: Certified letter sent to the landlord. One of the tenants took over the payments, tenant did not follow thru, water was shut off. All floors are occupied, not sure if any children reside in these apartments.

Erica Mikulak, BBHD: Will conduct a site visit after today's CEC meeting.

F) Old Business:

- 1.) 267 Main St – RJB (CBO): * PMC Violations / Board & Secure / Foreclosure Action: Foundation is crumbling, building is vacant. Building is secure, no activity. Permits have lapsed. Property is falling into disrepair.
- 2.) 111 Stewart St: - RJB (CBO): * Front Porch – Owner does not want to move forward. Had an open discussion at appeals hearing. Gave a time frame to remediate violations. Citations to begin if not completed.
- 3.) 45 North Main St - RJB (CBO): * Deteriorating/ Exterior – Water service goes to the all buildings; will be very costly to separate services to each building. All 3 properties are for sale. Loitering seems to be under control at this time. Would like to have doors with locks so unwanted people can not hang out in hallways.
Richard J Brown, Chief Building Official (C.B.O.): Last time BBD was there, everything appeared good on a CE stand point.
Michael Yacovino, FMO: Inspector will go to inspect common areas.
- 4.) 59 North Main St - RJB (CBO): * Water Shut Off / Deteriorating –
Erica Mikulak, BBHD: Assisted BBD, issues with the HVAC.
- 5.) 81 North Main St - RJB (CBO): Mayor, BBD, BHA, BBHD & FMO –
Richard J Brown, Chief Building Official (C.B.O.): Dead bolts are not on the internal doors. Emergency lights were working. Unable to verify lights working at night. BBD had to do a Board & Secure for \$756.00 due to door being breeched.

G) Clean & Lien / Fix & Lien:

- 252 & 252 ½ Terryville Rd – BTP (Z): * Blight:
Ray Rogozinski, Public Works (P.W.): Unregistered motor vehicles are parked on private property and the public road. Vehicles are being used as storage units, full of junk and debris.
Lt. Eric Hanson, BPD: Will investigate and have unregistered vehicles towed.
Brandon Peate, Zoning Officer: Will reach out to Assessor's office to verify which vehicles are registered to this property. You are allowed 1 unregistered motor vehicle. We have been working with property owner for compliance on removal of debris, owner has been compliant and working on remediating violations.
- 138 West St – RJB (CBO): * Exterior: This property owners owns several properties in Bristol, most are on CE list. 2nd deck was completed. 3rd deck will begin in about 2-3

weeks. Discussed life safety and tenant safety with owner. Explained what needed to be addressed, owner has not taken initiative to remediate violations.

Michael Yacovino, FMO: 48 Park St has a deck that is in disrepair and needs attention. Also, at 92 Harrison St. repairs were being completed there.

- **107 Gridley Street – RJB (CBO):** * Condemned/ Broken Sewer Lateral/Abandoned MV – Motor vehicle was removed. There were people cleaning up the debris and the basement.
Richard J Brown, Chief Building Official (C.B.O.): Did a site visit with the new CEO, walked the property and observed water in the basement. Gentleman that was there were to clean up property and basement. Can send a day proper notice letting owner know that if not remediated within a specific time period, the City will do it at the cost of the owner.
Ray Rogozinski, Public Works (P.W.): Broken sewer lateral is still an issue. Water will not be turned back on until sewer lateral is fixed.
Rob Longo, Water Department (W.D.): Creating a small sink hole. Recommends it stays on CEC list. Building was condemned.
Jeffrey Steeg, Corp. Counsel (B.C.C): Property is under foreclosure. The bank is in the process of cleaning up the property. Corporate Counsel will reach out to the bank to determine who is responsible at this time.

H) **Long-Term Watch List:**

- **211 Park St - RJB (CBO /C. E):** * – Hole in Culvert/ New Owner: Some work is being done. BBD will keep in touch and inform all departments of any progress. Needs approval through Public Works Engineers for remediation.
Ray Rogozinski, Public Works (P.W.): Property owner is going through with getting a survey. Wetland's permit is required to work on the culvert.
Rob Longo, Water Department (W.D.): Let the owner know that water and sewer need to see the design plans before Wetland's permit is applied for.
- **213 Park St - RJB (CBO /C. E):** * – Hole in Culvert: Please see notes on 211 Park St.
- **215 Park St -- RJB (CBO /C. E):** * – Hole in Culvert/ New Owner: Please see notes on 211 Park St.
- **550 Broad St - RJB (CBO):** * – Services Disabled: Shut down on bringing more cars back. New owner has been co-operative, apply for permits and communicative.
Michael Yacovino, FMO: The new owner has been with Fire Marshal, Kris.
Motion to remove properties 550 & 575 Broad Street from Long Term Watch List.
Richard J Brown, Chief Building Official (C.B.O.): 2nd Motion
Ellen Zoppo-Sassu, Mayor – All in Favor - I -Any Opposed - **Motion Carries - REMOVE**
- **575 Broad St - RJB (CBO):** * – Services Disabled:
Michael Yacovino, FMO: Motion to remove properties 550 & 575 Broad Street from Long Term Watch List.
Richard J Brown, Chief Building Official (C.B.O.): 2nd Motion
Ellen Zoppo-Sassu, Mayor – All in Favor - I -Any Opposed - **Motion Carries - REMOVE**
- **9 Divinity St – RJB (CBO)** * – No activity:
Ellen Zoppo-Sassu, Mayor: Tried to reach out to realtor that brought these people to Bristol, am not able to reach anyone. No response from property owner or realtor.
Richard J Brown, Chief Building Official (C.B.O.): Has not heard anything from Hai

Dang. Have received numerous complaints concerning material on the ground, roof unfinished, gutters & caution tape hanging and scabs of plywood blocking back area. It's remained in this state for a year. Would like to send a letter with a time line to resolve these issues and clean the property up, if not met, a Clean & Lien will be issued.

Richard J Brown, Chief Building Official (C.B.O.): Motion to move to a Clean & Lien if compliance and correction is not met within timeline given by CBO. Will also include testing of potential hazardous material/debris located on in the back-alley way.

Michael Yacovino, FMO: 2nd Motion

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

I) URAA – Uniform Relocation Assisting Act:

Stephen Bynum, BPRYCS – No payouts at this time. Budget is in good shape. They just received a payoff for \$12,000.00 from 82 Lexington St.

J) Tax Liens: Ann Bednaz, Tax Collector (BTC):

Ellen Zoppo-Sassu, Mayor – Collection action for 467 Farmington Ave - Discussion

K) Next CEC Meeting: August 5th, 2026 at 9:00am, 3rd Floor Room 3-1

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 10:06 am

Per Order of the Chairperson

Ellen Zoppo-Sassu, Mayor

