



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, August 05, 2026
City Hall Room 3-1 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
Marco Palmeri, BBHD
Lt. Eric Hanson, BPD
Josh Corey, Public Works (P.W.)
Joseph Pagliaruli, 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
Erica Mikulak, BBHD
Stephen Bynum, BPRYCS
Jeff Arduini, BPRYCS
John Aniolowski, BHA
Susan Tyler, Council Woman
Lindsey Rivers, Public Works (P.W.) – Zoom
Jennifer Cole, Tax Office
Emmanuel Lorenzo, Assessors Office
Tom Denote, Assessors Office

A) Call to Order and Introductions:

Ellen Zoppo-Sassu, Mayor: Called to order the Wednesday, August 05, 2026, Code Enforcement Committee Meeting at 9:01AM in the Bristol City Hall Room 3-1.

B) Approval of July01, 2026 Meeting Minutes:

Ellen Zoppo-Sassu, Mayor: Motion to approve July 01, 2026 Meeting Minutes
Brandon Peate, Zoning Officer: Motion to approve.
Richard J Brown, Chief Building Official: 2nd Motion.
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - **Motion Carries**

C) **Public Participation:**

- Tom Martucci – 458 Allentown Rd (Farm) As built does not match GIS. Looks as if there is encroachment, would like Zoning to look into this. There are storage/piles of waste material/manure on property line and evidence of mice and rats. There's 7 yrs. worth of manure, there should be a triangle buffer, but that does not exist. This is a quality-of-life issue. We are not able to be outside and it is unfair to condo owners.

Marco Palmeri, BBHD: The manure is spread throughout several units, there are several animals such as 4 cows, 2 sheep, roosters and chickens. The farm is a historic and active farm. The State of Ct General Statutes forbids the Health Department to get involved with farmland and prohibits them to move forward with any type of violation. BBHD would like to ask the City to get involved. BBHD is doing its best but cannot enforce. It is possible to reduce the population of rats. If the farmer would be willing to move manure piles, this may help with the odor. BBHD will reach out to HOA to find out what their extermination plan is and to ensure there are more bait boxes to help reduce the rodent population.

Brandon Peate, Zoning Officer: The As-built survey is good to use. GIS is not a reliable source for property lines, it is inaccurate and can only be used as a guideline. Zoning will take a look at the survey to ensure there is no encroachment happening.

Richard J Brown, Chief Building Official: 3 years ago, there was nothing exceeding resulting in a violation. The manure and rats can be addressed. The farmer has been cooperative in the past. CBO will conduct a site visit and discuss with Zoning & BBHD.

Tom Denote, Assessors Office: There are several farmers that there have been no complaints of rats. They are utilizing Farm Management Techniques.

Marco Palmeri, BBHD: BBHD would like to join forces with BBD to address and do a site visit.

Ellen Zoppo-Sassu, Mayor: This is going to be referred to Corporation Counsel. Please add to September agenda. **ADD TO SEPTEMBER AGENDA**

- Nathan Solinsky – 211 Park St (Culvert repair)- Owner of 211, 215 & 219 Park St. Reached out to old engineer, paid off old debt owed by previous property owner. Paid \$7650 for the survey to have culvert repaired. This should be \$1275 per property to share the cost and survey will be shared amongst them all. According to the survey, there are six properties that are responsible for the repair. It has been broken down to percentage per property, as follows: 197 Park St – 2%, 211 Park St & 215 Park St: 9.9 %, 213 Park St: 36.6 %, 219 Park St: 35.6 % & 225 Park St: 15.8%. All other property owners have been reached out to discuss. This survey has been sent to BBHD & BBD. There is 101 feet to be repaired. All property owners must agree to have work done before work can be started and completed. Mr. Solinsky is asking for help from the City to encourage other property owners to move forward, since the repair of the culvert is a serious issue. Has been threatened by one of the property owners.

Erica Mikulak, BBHD: Its great to have the survey and hopefully move forward with the repair of the culvert. BBHD can discuss the importance of having this completed with the other property owners but we can not force them to pay.

Richard J Brown, Chief Building Official: 211 Park St was to be condemned due to sewage leak, but BBD was able to allow a temporary fix and had driveway blocked off due to life safety reasons. Kudos to Nathan for the extent of work he has put into the repair of the culvert thus far. Mr. Friedman has not reached out to the DEEP or the State concerning plan to repair. The river will need to be diverted, and street blocked off. All property owners need to be notified, the State and DEEP need to be involved, along with Public Works Engineering would need to be a part of the planning and approving of the construction of the culvert. CBO does not believe that 100% of the culvert needs to be replaced. The backside was worn out and dropped.

Ellen Zoppo-Sassu, Mayor: The City can offer to attempt to have a conversation with property owners and explain how critical and important the repair of the culvert is. We request a couple of weeks to have these discussions.

Richard J Brown, Chief Building Official: CBO & ZO went to do a site visit with property owner at 213 park St on Monday, they reviewed the site plan, discussed the importance of the repair and what needs to be done. This is a financial issue for the property owner, not an issue of not wanting to be compliant.

D) New Business:

Josh Corey, Public Works (P.W.) – School St/ Board of Ed parking lot, Homeless encampment. PW will need to hire a 3rd party vendor to clean this area, would like to request to use code enforcement funds.

Lt. Eric Hanson, BPD: BPD has removed people 4 times, a notice will need to be sent, no trespassing signs will need to be replaced, they have been torn down.

Lt. Eric Hanson, BPD: Motion to use CE Funds.

Brandon Peate, Zoning Officer: 2nd Motion.

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

Richard J Brown, Chief Building Official: Motion to remove pine trees, to make it clean & open.

Ellen Zoppo-Sassu, Mayor: We will need to verify that the trees are on City property before removing. Motion not needed; Public Works Director can remove if on City property, please confirm before removing.

E) Discussion of Properties of Interest and/or Concern to Committee Members:

Richard J Brown, Chief Building Official - 38 Prospect St. This is a dangerous situation, and an eminent danger for residence and public. many railings have fallen down. The owner has not been responsive. The City will be looking at having this repaired if property owner does not comply.

Michael Yacovino, FMO: Jeremy (FMO), Paul Tramadeo (Commercial Building Inspector) and Mike (FMO) conducted a site visit, where it was observed that the stairs/deck are in disrepair and in need of repair and or replacement.

Erica Mikulak, BBHD: 538 Wolcott Rd. - BBHD, BPD, BBD and Code Enforcement have had previous interactions with this property. Property owner is a veteran. Potential live ins/room mates possibly have goats and chickens living inside the home.

Richard J Brown, Chief Building Official: Evidence of possible hoarding situation. 3 boats and an out of state mv. Could not see in the house.

Ellen Zoppo-Sassu, Mayor: Was referred to BPD six months ago after concerns were brought to the Mayor's attention.

Lt. Eric Hanson, BPD: BPD conducted an investigation and found out that the property owner is currently in a rehabilitation center in Meriden for the last 6 months, not sure when he will return home.

Jennifer Cole, Tax Office: Taxes are paid for July, 2026.

F) Old Business:

- 1.) 267 Main St – RJB (CBO): * PMC Violations / Board & Secure / Foreclosure Action: Status quo, no changes. Need to apply for all permits. Taxes not paid.

- 2.) **111 Stewart St - RJB (CBO):** * Front Porch – 3 story porch is crushing upon itself. BBD will be moving forward and notifying property owner of the intent to remove and to make it a safe state open deck. This is not an egress. This will not be rebuilt, can be reduced from a massive deck to a single story. Per conversation with property owner, he will get to it after appeals in November. Time frame is unacceptable to CBO.
- 3.) **45 North Main St - RJB (CBO):** * Deteriorating/ Exterior – Ellen Zoppo-Sassu, Mayor – Potential interested party in buying this property. Wants to ensure that the building does not continue to deteriorate. Any violations that need immediate repair? There have been no complaints recently. Vape shop vacated. Would like for Zoning, BP to have all vape signs removed.
Joseph Pagliaruli, Water Department (W.D.): Water is to be shut off on 08/18/2026 for non-payment.
Lt. Eric Hanson, BPD: There has been improvement, BPD has been called to go there once in the last 3 months.
- 4.) **59 North Main St - RJB (CBO):** * Water Shut Off / Deteriorating – Potential interested party in buying this property. See notes for 45 North Main St.
- 5.) **81 North Main St - RJB (CBO):** Mayor, BBD, BHA, BBHD & FMO – Potential interested party in buying this property. See notes for 45 North Main St.
- 6.) **84 Gaylord St – RJB (CBO):** Exterior/ Building Maintenance: Reports of no heat. The fence needs to be removed or replaced. Currently in Citation appeals.
Marco Palmeri, BBHD: Please let BBHD know if there is no heat.
Jeff Arduini, BPRYCS: 1st floor has no heat & tub is peeling. Got a state voucher, failed inspection. The tenants were forced to use space heaters. There were other issues not documented at that time. Rain is pouring into the house; tenant is afraid of potential mold.
John Aniolowski, BHA: A reasonable time frame to have violations remediated is 30 days.
- 7.) **92 Gaylord St – RJB (CBO):** PMC/FMO/BBHD/Zoning: All exterior violations. (Garbage, windows and parking) an NOV was sent giving property owner 60 days to remediate violations and to be in compliance.
Erica Mikulak, BBHD: BBHD working on roof and gutter issues with the property owners. In July visit, they were working on windows and back alley. The owners have been cleaning up the property, there has been no garbage being put into the river. They are currently working on a dumpster enclosure and getting cameras installed. BBHD has spoken to some of the tenants, they are eager to have a clean environment and are coming together to create a “Task Force” to maintain area and continue with positive changes.
John Aniolowski, BHA: On last visit, the back area was cleaned up, garbage being maintained and trailer removed.
- 8.) **21 Addison St – BTP (Z):** PMC / Exterior: Tremendous improvements. After sending NOV, the new owner replaced windows upstairs and all debris has been removed.
Brandon Peate, Zoning Officer: Motion to Remove.
Erica Mikulak, BBHD: 2nd Motion.
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **REMOVE**

G) Clean & Lien / Fix & Lien:

- **252 & 252 ½ Terryville Rd – BTP (Z):** * Blight: Debris has been removed. More cars in place of the debris, it is believed that cars are coming from Grassy Rd. The Assessor's

office provided information that cars are not registered at this address. Will move forward with citations. BPD can remove cars that are in right of way.

Jeffrey Steeg, Corp. Counsel (B.C.C): Take a photo of the cars to be removed, can remove them if they return.

Lt. Eric Hanson, BPD: BPD went multiple times, removed old pick-up truck, there was an unregistered SUV. BPD also had a flatbed towed with a plow. Towed to Brookfield.

Josh Corey, Public Works (P.W.): 10 vehicles on the property, located on the side, front and back lawn. Some have flat tires and broken windows.

Jennifer Cole, Tax Office: Large amount of taxes are owed.

- **138 West St – RJB (CBO):** * Exterior: 3rd deck to begin soon.
- **107 Gridley Street – RJB (CBO):** * Condemned/ Broken Sewer Lateral/Abandoned MV: New owners has removed the garage. The abandoned car has been removed; the yard has been cleaned up. There is a small pile of trees to be removed. The house is still condemned and broken sewer lateral is in need of repair. Life safety measures have been remediated.
Jeffrey Steeg, Corp. Counsel (B.C.C): The Relocation has been paid in full, Code Enforcement, Tall Grass and Water & Sewer liens still need to be paid.
Ellen Zoppo-Sassu, Mayor: Broken sewer lateral needs to be repaired.
Brandon Peate, Zoning Officer: Motion to Remove.
Richard J Brown, Chief Building Official: 2nd Motion.
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **REMOVE**
- **1004 Jerome Ave – RJB (CBO):** Motion approved 07.01.2026, TBD pending compliance: There was a previous motion for a Clean & Lien, the exterior has been cleaned to satisfactory.
Erica Mikulak, BBHD: Lead chips have been cleaned up, it is a work in progress, a silt fence was put up to contain any contaminates going into neighboring properties. Everything has been cleaned up to satisfactory & compliance.
Brandon Peate, Zoning Officer: Motion to Remove.
Erica Mikulak, BBHD: 2nd Motion.
Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **REMOVE**
- **9 Divinity St – RJB (CBO):** Motion approved 07.01.2026, TBD pending compliance: It is possible that material is being removed from the inside of this property. There are missing links to the fence, about 20% of the links have been removed. Water is going into neighboring property. Proper documentation on possible contaminates have not been provided, it has been stated by property owner that the State has been notified and approved. No proof has been sent to BBD. It was guaranteed to be uploaded into portal, but this has not been done. Kapura has stated that material is contaminated. A company will need to test the materials to confirm or deny. BBD will proceed forward with notifying property owner and having materials tested. Testing is the 1st part. The stairs in the interior are very dangerous.
Marco Palmeri, BBHD: We have been in communication with CT Dept. of Health and Hai Dang, no results have been provided yet.

H) Long-Term Watch List:

- 211 Park St - RJB (CBO /C. E): * – Hole in Culvert/ New Owner: Please see notes for Public Participation (C) – Nathan Solinsky
- 213 Park St - RJB (CBO /C. E): * – Hole in Culvert: Please see notes for Public Participation (C) – Nathan Solinsky
- 215 Park St -- RJB (CBO /C. E): * – Hole in Culvert/ New Owner: Please see notes for Public Participation (C) – Nathan Solinsky

I) URAA – Uniform Relocation Assisting Act:

Stephen Bynum, BPRYCS – 580 Broad St, had to cancel movers for the 2nd time. Tenant very difficult. He was put into a hotel for 2 weeks, waiting for approval to get money for Relocation. There was damage done to the room at the hotel that URAA was charged for. There is an eviction in Progress. Would like to look at Relocation Act and have amended to ensure it fits the purpose. If there is an issue on a Friday which is usually when they need the funds to be available, it can take up to 7 days to be processed and approved for the funds to be dispersed. Has been using P-Card to pay. These are life safety issues. Landlord was not responsive, but was responsive to BBHD.

Erica Mikulak, BBHD: This is a commercial building. There was mold, filth and no water. There are pictures that were taken. Will be testifying at NB Housing Ct.

Jeff Arduini, BPRYCS: Tenant was threatening movers and demanded to have more movers.

Marco Palmeri, BBHD: It needs to be clear on what is available to Stephen and his staff. What if the landlord is not being co-operative. If the landlord is not compliant, it goes back to CE. If the tenants or the landlord has the means, they should be paying until funds are available from Relocation Act.

Jeffrey Steeg, Corp. Counsel (B.C.C): They have a budget, the funds should be available even if it's on a Friday.

Ellen Zoppo-Sassu, Mayor: There will be a policy put in place for the Vendor # & PO# to be approved immediately so funds are available right away for URAA.

Marco Palmeri, BBHD: Motion to add 580 Broad St agenda.

Brandon Peate, Zoning Officer: 2nd Motion.

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

J) Tax Liens: Jennifer Cole, Tax Collector (BTC): Received payment for 81 North Main St.

K) Next CEC Meeting: September 02, 2026 at 9:00am, City Hall Council Chambers

L) To Adjourn:

Josh Corey, Public Works (P.W.): Motion to Adjourn

Brandon Peate, Zoning Officer: 2nd Motion.

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

Adjourned at 11:01 am

Per Order of the Chairperson

Ellen Zoppo-Sassu, Mayor

