



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL

AGENDA

Code Enforcement Committee Meeting
Wednesday, September 4th, 2024, at 9:00 a.m.
City Hall Council Chambers
111 North Main Street, Bristol CT 06010

Join Zoom Meeting: <https://bristolct-gov.zoom.us/j/88229996652?pwd=94nna3sKiSREGa1Exhvu0OOqdD7Ozm.1>

Meeting ID: 882 2999 6652 / Passcode: 559182

CODE ENFORCEMENT COMMITTEE MEMBERS IN ATTENDANCE:

Richard J. Brown, Chief Building Official (C.B.O.)
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.)
Jeffrey Steeg, Corp. Counsel
Susan Tyler, City Council Chair (C.C.C.)
Erica Mikulak, BBHD
Robert Longo, Water Department (W.D.)
Raymond Rogozinski, Public Works (P.W.)
Michael Yacovino, BFD
Lt. Robert Osborne, BPD

Also in Attendance:

Jeff Caggiano, Mayor
Kirsten Girouard, Mayor's Office
Noelle Bates, Corp. Counsel
Maria Theam, Corp. Counsel
Lindsey Rivers, Public Works (P.W.)
Aubrey Minkler, BPRYCS
Marco Palmeri, BBHD
John Aniolowski, BHA
Jennifer Cole, Bristol Tax Department (BTD)

In Absence:

Kristopher Lambert, BFD
Emmanuel Lorenzo, Assessors Office
Thomas DeNoto, Assessors Office
Stephen Bynum, BPRYCS
Carrie Tedd, SBC
David Sgro, HPD

A) Call to Order and Introductions:

Susan Tyler, Chairperson called to order the Wednesday, September 4th, 2024, Code Enforcement Committee Meeting at 9:01 AM in the Bristol City Hall Council Chambers.
All stand – Pledge of Allegiance

B) Approval of Aug 7th, 2024 Meeting Minutes:

It was MOVED by Commissioner Raymond Rogozinski, Public Works and SECONDED by Commissioner Michael Yacovino, BFD, to approve the meeting minutes from July 3, 2024. All in favor, the **Motion carries.**

C) Public Participation:

None

D) New Business:

None

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

- **215 Perkins St (TDS):** Tractor trailer parking on front lawn: Zoning NOV Sent out August 23, 2024-10 days for compliance/ Follow-up set for September 9th 2024 – **Move to Old Business**
- **128 Barlow St (TDS):** Chicken Coop/rodent infestation on adjacent properties: CE NOV Sent August 22nd 2024- August 29th 2024-Site Visit with BBHD and professional exterminator. Monthly follow-ups - Erica Mikulak, BBHD, was on site when treatment was started, owner did exterior clean up, home owner is cooperating, and visit scheduled on Friday between 12pm-5pm for another treatment, home owner has stated they have not seen any rodents since treatment. **Move to Old Business**
- **31 Balsam St (TDS):** Blight/Vegetation Overgrowth/Rodent infestation: CE NOV Sent August 22nd-Follow-up set for September 16th. Owner checked in on September 3 making great progress with vegetation. Susan Tyler (CCC) stated that Bristol Pest Control has gone out and completed 1 treatment. **Move to Old Business**
- **585 Wolcott Rd (TDS):** Blight/Unregistered MV's/ 3boats/ Junkyard- CE NOV Sent August 29th-10 days to comply- Follow-up is September 9th with BPD & BBHD. Chicken cages have been addressed and cleaned. Susan Tyler (CCC), asked if enclosed coops in garage are included in NOV, TDS responded yes. Erica Mikulak, BBHD, will have a site visit w/ BBD, home owner is in touch with weekly updates. Susan Tyler (CCC), anything from PBD? Lt. Robert Osborne, BPD, No, ACO to follow up with collar. **Move to Old Business**
- **71 Arlington Street (TDS):** Blight/Tall Grass- Site visit August 28th- Sent Tall grass NOV out August 29th. CE NOV being sent out this week with 21 days to comply. **Move to Old Business**
- **81 Carol Drive (RJB):** Enclosed Trailer/RV parked on front Yard: Sent Zoning NOV on August 8th. Owner removed RV and pushed enclosed trailer beyond required front set back. CBO-RB spoke with owner on 9-3-2024 to discuss continued compliance. Follow up- weekly site visits. Couch is not a violation, owner uses the couch to sit on, and several pictures show owner uses this furniture. Raymond Rogozinski, PW, can a RV or trailer be parked on the road Lt. Robert Osborne, BPD, explains 18 hour rule. Cannot park all the time but has 18 hrs. to load and unload. **Move to Old Business**

- **Susan Tyler (CCC)** – Added 2 new addresses, 735 Farmington Ave & 98 Crown St
 - 735 Farmington Ave – Tall Grass, will submit pictures later today to Shannon
 - 98 Crown St – TDS, Code Enforcement, went in with ACO & BBHD, 6 inches of trash and feces in basement, hoarding, gross, property is for sale. Possible investor to rehab property. No dead cats were found. NOV to be sent this week from BBHD & BBD CE.
- Move to Old Business**

F) Old Business:

1. **13 Landry St. C.E (TDS): *** – Rear porch/Siding/Retaining wall: The Chief Building Official (CBO) and I met with the owners of Southside Meat Market and 13 Landry to discuss the issue with the failing retaining wall. Wall is being undermined from storm water runoff. It was determined that the water runoff is originating from clogged storm basins and drains at 19 & 23 Landry. I have a meeting today with the owner of 19 & 23 Landry to discuss cleaning out the basins and drains. The owner of 13 Landry has been tasked with cutting down the tree behind the garage and removing the storm water drain that is discharging toward Southside Meat Market. Once the tree is removed and the storm basins and drains have been cleaned, the owner of 13 Landry will proceed with the repair and capping of the retaining wall. Follow-up September 11th. (TDS Meeting with both owners today at 3pm)
Susan Tyler (CCC), please note properties with a **Red** asterisks * is a property that has been on our list for 3+ months, there are currently 13, hopefully this list will go down by next meeting.
2. **295 Park St. C.E. (TDS) *** – Basement/Exterior: Contractor completed soffit repair and removed broken storm windows from rear porch, prepping for windows. Owner is making repairs very slowly, currently has 5 active permits. Per CBO & CEO, they have discussed NOV will be sent this week, 10 days to comply, 13 violations to be addressed by owner. Citation tickets to follow if not compliant.
Jeffrey Steeg, Corp. Counsel, Check for Property Tax bounced, insufficient Funds
Richard J. Brown, CBO, Had strict conversation with owner Andy, no CO's will be issued, violations must be addressed within 10 days, tickets will go out for every violation after 10 days.
3. **74 Locust St. C.E. (TDS) *** – Exterior PMC/Vermin: Currently waiting on the HVAC permit application for the water heaters that were installed without a permit, as well as the building permit for required new windows. A ticket for \$308.00 was issued on August 7th, 2025.
Erica Mikulak, BBHD, received a complaint from 2nd fl tenant, BHD sent letter, and plumbing has been corrected by owner. Letter was pertaining to court order. Update to be given to Susan Tyler once certified mail card is returned. **Jeffrey Steeg, Corp. Counsel**, Property is for sale.
4. **81 Wolcott St. C.E (TDS) *** - Front Porch/Trash/Exterior PMC : Currently waiting on a building permit for front porch project. A ticket for \$540 was sent out on August 7th, and another ticket for \$432 was issued on August 19th.
 Site visit scheduled today at 1pm, mold on 1st floor BBHD, BFD & BPD to join site visit.
Erica Mikulak, BBHD, has not been in 1st floor, will make appropriate steps once visit is completed today.
 Garbage has been picked up, signage has helped. PBW cleaned up garbage.
Susan Tyler (CCC), There was a motion for a Clean and Lien last month, since issue has been resolved, do not need to move forward, will **Remove from Clean & Lien list.**
5. **5 Arlington St. Zoning (RJB): ***Blight: ZONING, Had to revisit, NOV sent out on Aug 29th, follow up within 2 weeks. For Boat, Trailer, Unregistered MV's, over grown vegetation.
6. **37 Union St. Zoning (RJB): *** – Unregistered Motor Vehicles, 2nd ticket has been issued, no contact from owner, the son or any representative. No further complaints from neighbors
Susan Tyler (CCC), Aubrey, you had reached out prior, can you assist with the son?
Aubrey Minkler, BPRYCS, No
Noelle Bates, Corp. Counsel, Property is on an appeal
7. **112 Mountain View Ave. (TDS) *** – Exterior unregistered MV's PMC: Site visit with BPD. Both Vehicles still unregistered. Sending out NOV this week. Posted Tall grass NOV-Tall grass was addressed.

Robert Longo, BWD, inquired if property is vacant. Stated that water is shut off.

- 7. 8-10 Summer St. C.E.(TDS) *** – Condemned/Vacant- New furnace installation: The property remains vacant. The building permit application for roof repair is awaiting approval. An electrical permit for boiler installation is active, along with a plumbing permit for gutter-to-sewer removal and an HVAC permit for the boiler installation. New gutters will be installed on the new roof that won't discharge into city sewer. Eversource is scheduled to visit the property on September 9th.
Thomas Damon-Smith; CEO, there are a lot of permits and work being done. When new roof pitch is complete, gutters will be replaced and will no longer be tied into City sewer.
Robert Longo, BWD, please let us know once this is completed, so they can verify disconnection of the sewer.
Thomas Damon-Smith; CEO, Will do!
Michael Yacovino, BFD, FD Code issue, 267 Main & 8/10 Summer have both installed gas meters, on opposite walls, both need to be relocated to BFD specifications. They are installed in an access to public way and needs to be 28 inches from the walk way
- 8. 318 South St. C.E. (TDS) *** – Deteriorated Roof: Met with Contractor onsite. Notice of Abatement letter sent out. Estimated contractor start date September 16th.
- 9. 114 Greene St. Zoning (TDS) *** - Parking on the sidewalk- Blight: Site Visit property still blighted. CE NOV being sent out this week.
- 10. 86 Stafford Ave. C.E. (TDS) *** – Roof & Porch dilapidated/possible structural deterioration /MV's: On hold during Citation Appeals hearing. Owner fell off a roof at work last week.
- 11. 9 Divinity St. C.E. (TDS) *** – Dilapidated Roof/ Condemned: The owner is working on getting a gutter contractor on-site and is coordinating with the neighbor to gain access. Building is vacant.
Susan Tyler (CCC), is property securely boarded up?
Thomas Damon-Smith; CEO, Yes
- 12. 424 Lake Ave Unit 6- C.E. (TDS) *** – Hoarding & Sewage Leak: The owner stated that she has moved out, and the water has been shut off. The property management/HOA company indicated that the property is in foreclosure, with a sale scheduled for mid-October. The leak is being monitored with the help of the neighbor.
- 13. 209 Riverside Ave. C.E.(TDS)** - Blight: The property is currently in foreclosure. During a site visit, it was discovered that the rear door had been breached. The Bristol Police Department (BPD) was called to investigate break-in and discovered a small homeless encampment in the upper-level area. The power was still on, they were accessing lights, TV, and a microwave. The city issued an emergency board and secure order. Attorneys Morocco and Cohen may be taking ownership and addressing the violations. Attorney Cohen was on-site during the board and secure process.
- 14. 50 Terryville Ave. C.E.** – Blight: Construction resumed. MAKE A MOTION TO CLOSE AND MONITOR
Thomas Damon-Smith; CEO, Motion to close
Richard J. Brown, CBO, 2nd Motion
CLOSED
- 15. 107 Gridley Street C.E. (TDS)** – Condemned/ Broken sewer lateral: During the site visit on August 29th, the front door was found open. I recommend proceeding with a board and secure, replacing the lockset on the front door, and installing a lockbox. Access to the property will need to go through the attorney only. Tall grass NOV posted 2 weeks ago. BARC has been notified to cut the grass.
Jeffrey Steeg, Corp. Counsel, property manager has ripped down condemned signage. Tenant continues to come and go. This property is not safe and needs to be boarded up, water is shut off. In workshop, we discussed a 10 day notice for Tenant to remove belongings and to securely board property. \$4000 check was given to relocate tenant.
Aubrey Minkler, BPRYCS, Tenant works out of state, 10 days is not enough. Was under the impression that she had til Oct to remove her belongings and that tenant could sleep there. Tenant is currently sleeping at a hotel.
Susan Tyler (CCC), **August 21st**, in workshop was a conversation on sending a letter to the tenant and Attorney Kilbourne. Motion on floor to set next steps. Attorney Steeg to send letter tpo Attorney Kilbourne and tenant. Attorney Steeg will get an address from Att Kilbourne for tenant. Tenant will have 10 days to get her belongings out, after 10 days, Attorney Kilbourne will have to have property securely boarded up. If not done, BBD will step in.
Jeffrey Steeg, Corp. Counsel, Corporate Council will send letter for tenant to remove belongings within 10 days and Attorney Kilbourne to board property up after 10 days.

16. **213 Park Street C.E. (TDS)** - Sinkhole in driveway: The engineer's report indicates that 211 Park and 215 Park have the right to use a 10-foot pass way for ingress, egress, and for placing city water and sewer lines. The owner of 215 Park is currently obtaining quotes from Laviero and Labella Paving and is providing me with weekly updates. Owner of 213 Park has a meeting with D'Amato Tuesday September 9th.

Robert Longo, BWD, owner called to get resolved, did camera test, waiting for report.

Erica Mikulak, BBHD, was at the site when camera test was being done, meeting with everyone from all depts. working together helped.

17. **73 Gridley St – BBHD- (Robert Longo)**: Rat trap from neighbor is the biggest connection of the sewage odor. There have been cracked sewer and storm pipes which is expected and may give off a little odor, waiting for reports from all tests that have been completed to resolve the issue.

Erica Mikulak, BBHD, Motion to **move to Long term Watch List**

Robert Longo, BWD, 2nd Motion

Susan Tyler (CCC), All in favor, I – Motion Carries

G) Clean & Lien / Fix & Lien:

- **318 South St:** None
- **81 Wolcott St:** **Remove from this list**

H) Long-Term Watch List:

- **45 Grassy Rd:** None
- **575 Broad Street. F.M:** None
- **95 Birch St. C.E.** – Condemned:
Jeffrey Steeg, Corp. Counsel, property was going thru foreclosure, possibly going thru a loan.
Erica Mikulak, BBHD, This property was condemned due to a fire, owners are actively cleaning and working with a restoration company.

I) URAA – Uniform Relocation Assisting Act:

- **107 Gridley (One family):**

J) TAX LIENS:

Jennifer Cole, BTD, 2 Metro St, check bounced, will be sending a letter out this week.
There will also be 6-7 Tall Grass added to the list next week.

K) Additional Public Participation: None

L) To Adjourn:

Susan Tyler (CCC), Motion to Adjourn

Michael Yacovino, BFD, Motion

Robert Longo, BWD, 2nd Motion

Susan Tyler (CCC), Motion Carries – Meeting Adjourned at 10:25am

Per Order of the Chairperson

Susan Tyler
Chairperson



Please Note, all Committee Members are cordially invited to the next CE Workshop on Wednesday, September 18th, 2024 located at the Mayor's Office at 3pm.

Zoom link for recorded CEC Meeting:

https://bristolct-gov.zoom.us/rec/share/Uw0KN6hB37r8T-782o422PAdgM2Sdb_728XNE_V1pTQmTw6ydwym_H93OyblpYs8.YJhhZ4MMnGFhyt-4
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