



City of Bristol
BRISTOL, CONNECTICUT 06010

**BRISTOL REAL ESTATE COMMITTEE
MINUTES
MEETING OF TUESDAY, JULY 15, 2025**

1. CALL TO ORDER:

By: Chairwoman Tyler

Time: 5:00 pm

Place: City Hall
111 North Main Street
Meeting Room 1-1

	NAME	PRESENT	ABSENT
MEMBERS	Councilwoman Susan Tyler, Chairperson	X	
	Councilman Erick Rosengren	X	
	Councilman Mark Dickau	X	
STAFF	Attorney Jeffrey R. Steeg, Asst. Corp. Counsel	X	
	Noelle Bates, Corporation Counsel's Office	X	

The meeting started with the standing for the Pledge of Allegiance.

ADMINISTRATIVE MATTERS:

1. Approval of Minutes – 6/17/25 Regular Meeting.

MOTION: To approve the minutes of the Regular Meeting of June 17, 2025.

BY: Councilman Rosengren

Seconded: Councilman Dickau

For: All in favor
Against: None
Abstained: None

PUBLIC PARTICIPATION:

Keith McDonald, 336 Burlington Avenue stated that he is attending the meeting tonight to learn more about agenda item 1 under New Business. He owns two lots on Burlington Avenue which abuts this property and he would be interested in acquiring it. He stated that there were always teenagers down there lighting bonfires and having parties. This group of teenagers have grown up and moved on. He has since cleaned the property that had mattresses and many alcoholic containers. It appears that a new generation of teens are frequenting the property now.

NEW BUSINESS:

1. City Owned Property Lot #420-1A/420-1 Burlington Avenue

Attorney Steeg reported that this is a land locked piece of property. The City's outside counsel had conducted a foreclosure by sale. The appraised value of the property is \$50,000.00 and the taxes are \$10,342.00 which is over the last ten years. The Court ordered an auction of the property in the foreclosure action. The Committee explained to the judge that there was no access to the property and that it was landlocked. The owners of 16 Henderson stated there should be a right of way on the property.

Attorney Steeg stated that some new procedures have been drafted to help the Real Estate Committee decide what properties should go to a realtor and which ones should be sent out for an RFP. He stated that this is an example of one that he suggests might be conducive for an RFP.

Councilwoman Tyler suggested that we do a lateral move as they have done in the past and send it to Planning for an 8-24 while we request that we get a fair market value from the Assessor, and also see if any other departments were interested in the property.

MOTION: To refer Item 1 under New Business to Planning for an 8-24 review, refer to the Assessor for a fair market analysis and refer to Public Works, Parks, and Water and Sewer to see if there is an interest for the property.

BY: Councilman Rosengren

Seconded: Councilman Dickau

For: All in favor
Against: None
Abstained: None

OLD BUSINESS

1. 11 Divinity Street (Lot #16)

Attorney Steeg stated that this matter was referred to the Planning Commission for an 8-24 review, but it didn't make it to the agenda because of timing. He stated that he will contact the Planning Commission to see if there is a meeting in July. He also spoke to Water and Sewer, Parks and Public Works and none of them have an interest for the property.

Councilwoman Tyler suggested in order to save time, maybe we could send it to the Realtor. Attorney Steeg stated that he has already spoken to the Realtor when she dropped of the check for Goodwin Street and asked her to do a CMA on the property.

Councilwoman Tyler suggested that if we get a positive referral from Planning, could we ask the Realtor to draft up a listing agreement and Attorney Steeg would set the price based on her recommendation of the value of the property.

MOTION: To sign a listing agreement with the Realtor and Attorney Steeg set a listing price based on her valuation if we get a positive referral from the Planning Commission.

BY: Councilman Rosengren

Seconded: Councilman Dickau

For: All in favor

Against: None

Abstained: None

2. Discuss policy of RFP vs. Real Estate Agents for sale of City owned property.

Attorney Steeg passed out a policy that he has been working on which sets guidelines for the Committee to make an informed decision on whether to send a piece of property to a Realtor and send to RFP. The Committee discussed the policy. Eric Rosengren stated that he has reviewed the policy and thinks it's a good guideline. He stated that every transaction is a different situation and this sets a good policy.

Attorney Steeg asked the members to review the policy and send him any changes or recommendations.

Councilwoman asked if we could put some kind of packet together with this policy so going forward it is useful to the Committee members. We might not have the same people on this Committee come November and it would be helpful if a new administration was here. Noelle stated that their office could add examples of some properties that were sent to a Realtor and which ones were sent to an RFP with an explanation of why.

No action taken.

3. Request to acquire 5,892 square feet of property located between 201 Pine Street and Emmett Street

Attorney Steeg stated that he received a positive recommendation from the Planning Commission in which he reported to the City Council. At last month's meeting Kyle Maccariello called Councilwoman Tyler on the phone during the meeting and suggested he would purchase the property for \$1.00 because that's all it was worth. The Committee discussed the matter with Mr. Macariello and he offered \$2500.00 for the property. Councilwoman Tyler stated that he rescinded the offer the next day because of what Public Works Director, Ray Rogozinski stated at the last meeting about making a turn around and possibly taking back the property.

Attorney Steeg stated that he can prepare a motion to the City Council to accept the offer from Mr. Macariello. Councilwoman Tyler stated that she wasn't comfortable making a motion from the Real Estate Committee when the deal was killed the next day. And, also no one from D'Amato Realtor is here requesting the property.

Councilman Rosengren asked Attorney Steeg if he would contact Mr. Macariello to see if the D'Amato's were still interested in the property.

No action taken.

4. List of Encroaching Property Owners

5. List of Properties for Sale/Not for Sale

Attorney Steeg stated that Ryan Keller is suppose to be working on these properties. He is looking at the open space properties first because we are worried about liability issues.

6. Candlewood Drive properties

Attorney Steeg stated that he sent the homeowners a letter to remove their property off City property by August 31st. Then the City would remove the stakes and place a boundary monument there stating that the property is open space. He is waiting to hear back from them.

7. 127 Daisy Circle

This is the same as the above property. Just waiting to hear back from the owners.

ADJOURNMENT

MOTION: To adjourn at 5:45 P.M.

BY: Councilman Rosengren

Seconded: Councilman Dickau

For: Rosengren, Dickau and Tyler.

Against: None.

Abstained: None.

This meeting was recorded via Zoom.

Respectfully submitted,

Noelle Bates

Recording Secretary