



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, December 03, 2025
City Hall Council Chambers at 9am
111 North Main Street, Bristol CT 06010
Revised

CODE ENFORCEMENT COMMITTEE MEMBERS IN ATTENDANCE:

Michael Doherty, Code Enforcement Officer (C.E.O.)
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)
Ellen Zoppo-Sassu, Mayor
Erica Mikulak, BBHD
Kristopher Lambert, Fire Marshal (F.M.O.)
Lt. Eric Hanson, BPD
Raymond Rogozinski, Public Works (P.W.)
Rob Longo, Water Department (W.D.)

Also in Attendance:

Richard J Brown, Chief Building Official (C.B.O.)
Jeffrey Steeg, Corp. Counsel (B.C.C.)
Noelle Bates, Corp. Counsel
Maria Theam, Corp. Counsel
David Sgro, ECD (Zoom)
Marco Palmeri, BBHD
Ann Bednaz, Tax Collector
Stephen Bynum, BPRYCS
Lindsey Rivers, Public Works (P.W.)
Josh Corey, Public Works (P.W.)
Susan Tyler, Council Member

In Absence: None

A) Call to Order and Introductions:

Ellen Zoppo-Sassu, Mayor - Called to order the Wednesday, December 03, 2025, Code Enforcement Committee Meeting at 9:01AM in the Bristol Council Chambers.

B) Approval of November 05, 2025 Meeting Minutes:

Ellen Zoppo-Sassu, Mayor – Approve November 05, 2025 Meeting Minutes
Raymond Rogozinski, Public Works (P.W.) - Motion to approve November 05, 2025 Meeting Minute

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

Ellen Zoppo-Sassu, Mayor - Discussion or clarification needed as presented? Hearing none - All in Favor - I - Any Opposed - Motion Carries

C) **Public Participation:** None

Message from Mayor Ellen Zoppo-Sassu – stated that she has gone through all of the work product and that the Committee will be going back to the old model of focusing on the properties with a Multi-Agency response needed. From there, we will build Team inspections. **Discussion...**

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

Ellen Zoppo-Sassu, Mayor – Has 2 properties to discuss.

- **267 Main St** - On the record, publicly have everybody tell me what their involvement has been because it appeared that things were moving, and now it has, again, fallen off the radar in terms of completion. **Discussion....**

Ellen Zoppo-Sassu, Mayor – Asked for a Motion to move to foreclosure

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

Raymond Rogozinski, Public Works (P.W.) - 2nd Motion

Ellen Zoppo-Sassu, Mayor - All in Favor - I - Any Opposed - Motion Carries - **Move to Foreclosure.**

- **8-22 Summer St** – There are many tenants that live here that have violations for CE that need to be addressed.

Richard J Brown, Chief Building Official (C.B.O.) - This property has been a constant issue, no life, safety issues.

Kristopher Lambert, Fire Marshal (F.M.O.) - Fire Inspector Mike Yacovino has been working with Inspector, Paul Tramadeo, there have been no complaints. We are looking for compliance. Owner has been compliant, there has been progress, but very slow paced.

Erica Mikulak, BBHD – BBHD has been involved, a few scattered complaints. Water coming thru bathroom ceiling, toilets leaking, mold issues. When they reach out to property manager, they are responsive.

Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – has received request for a Zoning Compliance Letter, this is usually a request when property is for sale by banks for commercial properties.

Rob Longo, Water Department (W.D.) – Roof gutters were connected to the sewer. It was in the process of being disconnected, not sure if it ever formerly was. Received a report that states that it was disconnected but is now tied in again, they will need to go back.

Discussion....

E) **Old Business:**

1. **81 Wolcott St – MD (CEO) *** - Front Porch/PMC Violations/Blight: Property is for sale, closing expected to be December 1st, 2025 or one day this week. 30-60 days ago, citations stopped to ensure citations are not tied up during the sale of the property. CEO will work with new owner to get property into compliance.

Discussion....

2. 5 Upson St - MD (CEO) * - Bed Bugs & Rodents:
Erica Mikulak, BBHD – BBHD has been working on this property w/ property owner, extermination has been underway here for quite some time, so it is moving in the positive direction.
Ellen Zoppo-Sassu, Mayor – after discussion w/ Erica Mikulak, BBHD, this property will be removed from future agendas. **REMOVE**
3. 38 Upson St - MD (CEO) * – PMC Violations: Site visit yesterday, 95% complete on remediation of violations, should be closed within the next few weeks.

F) Clean & Lien / Fix & Lien:

- 252 Terryville Rd – BTP (Z) *- Blight:
Ellen Zoppo-Sassu, Mayor – noted that this property has been the subject of discussion in previous years. **Discussion....**
Jeffrey Steeg, Corp. Counsel (B.C.C) – Brandon and Atty. Steeg went out for a SV, last week, met with owners and Attorneys. The property was cleaned but not to satisfaction. They are scheduled to go back out on December 16 at 2pm to reinspect. Citations have been appealed, that date will be December 18, 2025. There is a fence put up, no poisoning of the water. Owner is trying to save money, a one man show. **Discussion....**
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Was told the bus company will be purchasing this property. If not sold by January 1st, daily Citations will begin. Property owner does not want any problems and sounds sincere with wanting to be compliant. **Discussion....**
- 252 ½ Terryville Rd - BTP (Z) * - Blight: Part of 252 Terryville Rd discussion.
- 138 West St – BTP (Z) & MD (CE) - Exterior/MV's:
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Good to remove from this list.
Michael Doherty, Code Enforcement Officer (C.E.O) – CE still involved, there's multiple structures on the property. Exteriors are in poor condition, a long list of violations. And we've recently just sent out citations for those violations.
Ellen Zoppo-Sassu, Mayor – Will keep it on. From a code enforcement perspective, good on zoning, not so good on code enforcement.
- 45 Williams St – BTP (Z) * - Blighted Backyard: Owner owned both 32 Williams St and 45 Williams St. Made a motion for Clean and Lien, has to wait until December 07, 2025 to send out notice. Property has gotten worse. **Discussion....**
- 107 Gridley Street - MD (CEO) * - Condemned/ Broken Sewer Lateral:
(Motion to remove MV / Clean & Lien - Approved 11/05/2025)
Working on getting vehicle removed off the property and moving forward with demolition of condemned garage. The process of removing vehicle is where we are at.
Ellen Zoppo-Sassu, Mayor – Is there an issue with a broken sewer lateral?
Rob Longo, Water Department (W.D.) – The sewer lateral is broken in the road, it is a privately owned sewer lateral, the ownership issues back and forth, nothing has ever been done with it. There's no enforcement that we can give, because it is privately owned, but it's created a small depression. I don't believe it's grown in the road, but upon sale, or not being condemned anymore, it's going to need to be fixed before they can ever be occupied. **Discussion....**

G) Long-Term Watch List:

- 45 Grassy Rd - BTP (Z) & RJB (CBO) * – Vacant:
Ellen Zoppo-Sassu, Mayor – Wetlands permit, need to be vigilant at watching this property. **Discussion....**
- 211 Park St - RJB (CBO /C. E) * - Hole in Culvert:
Ellen Zoppo-Sassu, Mayor – 211, 213 & 215 Park St are on Wetland's agenda Monday night.
Raymond Rogozinski, Public Works (P.W.) – 2 Rear properties, jersey barriers to prevent cars from driving over it, due to structural integrity. Wetlands permit application has been submitted. Private Culvert. **Discussion....**
- 213 Park St - RJB (CBO /C. E) * - Hole in Culvert: On Wetlands agenda, part of 211 Park St discussion.
- 215 Park St -- RJB (CBO /C. E) * - Hole in Culvert: On Wetlands agenda, part of 211 Park St discussion.

H) URAA – Uniform Relocation Assisting Act: Stephen Bynum (BPRYCS): No families for relocation. Budget is holding strong. **Discussion....**

I) Tax Liens: Ann Bednaz, Tax Collector (BTC) - None

J) Next CEC Meeting: Ellen Zoppo-Sassu, Mayor – January 07, 2026 at 9:00am in the Council Chambers. Bristol Housing Authority, not in the room, John is still out. Is there anybody else that's been invited to replace him?
Update - Housing has been reached out to, in the event that John is unavailable, they will make sure someone attends on their behalf.

K) To Adjourn:

Ellen Zoppo-Sassu, Mayor – Any other business to come before code enforcement before we adjourn? Hearing none, motion to adjourn.
Rob Longo, Water Department (W.D.) – Motion made
Raymond Rogozinski, Public Works (P.W.) - 2nd Motion
Ellen Zoppo-Sassu, Mayor –
Adjourned at 9:49am

Per Order of the Chairperson

Ellen Zoppo-Sassu, Mayor



Please Note, Per the Mayor's request, the Code Enforcement Workshop Committee meeting schedule is currently being re-evaluated. As a result, monthly workshop meetings will be suspended effective immediately, until further notice.

Zoom Link for CEC Meeting:

<https://bristolct.gov.zoom.us/rec/share/WtlhseDrl1ZgVFCCSSJfTm3uAPVhcbquDhloBfuySm0VbYgsJ8dUxEoUSo0JANxT.ATAklact7vzeYdl3> Passcode: ZhW1e?.r

Zoom Recording Link for CEC December 03, 2025 Meeting: Duration: 01:06:26 Share link: <https://bristolct.gov.zoom.us/rec/share/lor04ZCl3iKC9bZ-5dsinoelXtKEY4TnWq-ncm73l9fVFjyGX1Rk9axnV2xxDE8d.YLDe1sBllooaQgQ9>
Passcode: SJ4Pq@bU