



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, March 5th, 2025, at 9:00 a.m.
City Council Chambers
111 North Main Street, Bristol CT 06010

CODE ENFORCEMENT COMMITTEE MEMBERS IN ATTENDANCE:

Thomas Damon-Smith, Code Enforcement Officer (C.E.O.)
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)
Mayor's Office - Susan Tyler, City Council Chair (C.C.C.)
Erica Mikulak, BBHD
Michael Yacovino, BFD
Rob Longo, Water Department (W.D.)
Ray Rogozinski, Public Works (P.W.)
Officer Nicolas Travisano (BPD)

Also in Attendance:

Jeff Caggiano, Mayor
Richard J. Brown, Chief Building Official (C.B.O.)
Jeffrey Steeg, Corp. Counsel (B.C.C.)
Maria Theam, Corp. Counsel
Noelle Bates, Corp. Counsel
Aubrey Minkler, BPRYCS (Zoom)
Marco Palmeri, BBHD
Thomas DeNoto, Assessors Office
Jennifer Cole, Tax Collector (BTC)
John Aniolowski, BHA
Josh Corey, Public Works (P.W.)
Lindsey Rivers, Public Works (P.W.)

In Absence:

A) Call to Order and Introductions:

Susan Tyler, Chairperson called to order the Wednesday, March 5th, 2025, Code Enforcement Committee Meeting at 9:00 AM in the Bristol Council Chambers
All stand – Pledge of Allegiance
Introductions

B) Approval of January 8th, 2025 Meeting Minutes:

Susan Tyler, City Council Chair (C.C.C.) - Motion to Approve February 5th, 2025 Meeting Minutes
Ray Rogozinski, Public Works (P.W.) – Motion to approve February Meeting Minutes
Michael Yacovino, BFD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C.) - 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:**

Ray Rogozinski, Public Works (P.W.) - 252 Terryville Ave – received new complaints- can CE look at it
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)- Will look at it
Susan Tyler, City Council Chair (C.C.C) - Can discuss and possibly add to old business

F) **Old Business:**

1) **112 Mountain View Ave** BTP (Z)* - Exterior/MV's ZONING – New citation issued 02/24.

2) **9 Divinity St** TDS (C.E) * - Dilapidated Roof/ Condemned:

This property was condemned Oct 24th, 2019 – 4 citation tickets issued. Demo order issued Jan 9th, 2025, issued 60 days to restore or demo. Feb 11th, 2025 walk through w/ owner's attorney, purchasing, CBO and 3 demolition contractors. Feb 26th, 2025, walkthrough w/ owner, 2 demolition contractors, CBO – awaiting pricing from contractors – Owner has stated that the building is for sale and she is also looking for additional demo contractors. Follow up is March 17th, 2025.

3) **213 Park Street** TDS (C.E) * - Hole in culvert/Sewer lateral: June 14th, 2025 complaint by BPD concerning hole in culvert. Site visit w/ all dept heads, Jersey barriers have been put into place, to ensure there is no danger to the public, residents or pedestrians. Cannot drive over culvert.

This is no longer the responsibility of BBD, CE, it is the owner's responsibility. Follow up scheduled March 10th, 2025

Erica Mikulak, BBHD – Sewer lateral is a temp fix, culvert must be fixed.

Rob Longo, Water Department (W.D.) – No longer a danger or hazard to the public or the brook. There have been several potential buyers reaching out. Property for sale "As Is"

PW with Engineering can provide assistance / resources concerning structural integrity. Once utilities are repaired.

Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – wants to clarify that 211 Park St is sewer lateral, different than 213, 215 Park St which is the culvert.

Richard J. Brown, Chief Building Official (C.B.O.) - Dennis on 213, Mr. Cammarier on 215 owns the culvert, and 211 has use of the culvert. BBD has addressed life, safety issues, the rest is now up to the owners. BBD will continue to monitor.

Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to move to Long Term Watchlist

Erica Mikulak, BBHD – 2nd Motion

Susan Tyler, City Council Chair (C.C.C) – All in favor - I - Any opposed – None

Motion carries – **Move to Long term Watch List**

4) **585 Wolcott Rd** - BTP (Z) * - Blight/Unregistered MV's & Boats ZONING – No update, waiting for arial update there are no longer 3 Boats on property.

5) **162 East Main St** - TDS (C.E) * - Condemned/Sewer Lateral: The new owner has pulled permits, waiting for final inspections, once completed and approved, CBO will remove condemnation and issue a certificate of occupancy. There is a follow up scheduled for March 24th, 2025.

Erica Mikulak, BBHD- Owner has corrected violations brought forward, will continue to work with new owner to ensure compliance. Will continue to work with owners to ensure all violations are corrected.

Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to remove from agenda

Michael Yacovino, BFD – 2nd Motion

Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None

Motion Carries – REMOVE

- 6) **308 Woodland Street – BTP (Z)** - Fence/RV's - **ZONING – No update – Fence was installed, needs to be removed, owner waiting for warmer weather, should have update next month.**
- 7) **38 Bingham Street- TDS (C.E)** - Rodent infestation/Rear egress porch: **January 17th, 2025, complaint came in concerning rear egress stairs in disrepair. CBO conducted site visit, permits have been applied for, contractors will begin to repair stairs. Follow up scheduled April 1st, 2025.**
Erica Mikulak, BBHD – NOV & Order letter has been issued due to infestation of rodents, owners are sending everything requested. Extermination has been out. Has outstanding citation tickets. Will continue to follow up
Michael Yacovino, BFD- Jeremy met with commercial building inspector to go over plans, FMO will be signing off once permit is signed off on by BBD.
- 8) **51 Ferraro Dr – BTP (Z)** - Unregistered MV's: **ZONING – Unresponsive property owner, 5 citations have been issued, will continue to monitor.**
- 9) **580 Broad St – BTP (Z)** - MV's/RV's: **ZONING – emailed property owner, gave til March 7th for the eviction process to start for the person living in RV, citation to be sent out.**
- 10) **82 Lexington Street - TDS (C.E)** - Blight/Rodent Infestation: **Dumpster has been removed, tenants state that all interior violations have been resolved. Tenant would not give access to confirm. Exterior looks okay.**
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to remove from agenda
Ray Rogozinski, Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – REMOVE
- 11) **188 Terryville Ave - TDS (C.E)** - Blight/Boarding House/ WWP: **Complaint came in Dec 19th, 2024. Conducted site visit w/ BBHD & Zoning officer, gas piping was illegally installed throughout entire building without permit. Permit has since been applied for and paid. Currently awaiting final inspection. Follow up scheduled March 24th, 2025.**
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – is there still a lock on the door
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Will follow up
- 12) **575 Broad Street * F.M & BTP (Z)- Blight – Building is on foreclosure, waiting for transfer of ownership**
Jeffrey Steeg, Corp. Counsel (B.C.C) – Property has been sold, all taxes paid, new owner is out of NY Closing was Feb 24th, 2025, has a clean title. All citations should have been paid.
Michael Yacovino, BFD- Discussed property w/ FM, Kris Lambert, it is FM opinion that this property can be taken off
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Will continue to monitor property, selling trucks and cars on this property. Would like to make a motion to move property to Long Term Watch List
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion carries – Move to Long term Watch List
- 13) **37 Union St * BTP (Z)** - Unregistered Motor Vehicles – **Met with owners' son, the visit went well, all vehicles will be removed within the week. Will follow up in 2 weeks.**
- 14) **81 Wolcott St * TDS (C.E)** - Front Porch/PMC Violations/Blight – **Building is vacant. Visit on Feb 27th, went over all violations with owner, and property manager. Permits have been obtained. Follow up March 17th, 2025.**

- 15) **30 Cottage St** * TDS (C.E) – Rear porch/PMC Violations/Permits active-awaiting inspections – **Final Inspections for 2nd & 3rd fl. Waiting for building permit for rear stairs, owner in process of discussions with engineers, will apply for permit in Spring. Follow up scheduled March 28th, 2025.**
Michael Yacovino, BFD- owner has been working with Fire Inspector Robotham. Owner is making satisfactory progress. Waiting to get into 3rd Fl apartment. 2 other apartments, violations have been corrected.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to remove from agenda
Michael Yacovino, BFD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – REMOVE
- 16) **32 Williams St** – * BTP (Z) – Blighted Backyard – **Notice to Clean & Lien was sent in English & Polish with a 30-day deadline on Feb 28th, 2025. Will coordinate with PW. Approximately 10 days after April 1st**
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Motion to move to Clean & Lien list
Ray Rogozinski, Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – MOVE to Clean & Lien
- 17) **237 East Main St** – BTP (Z) - MV's- Car Dealer – **Deadline to file for a Special permit is approaching, March 10th, 2025 - Discussion**
Jeffrey Steeg, Corp. Counsel (B.C.C) – spoke to attorney, there was an amendment to original plan. Junction to be filed, citation tickets to follow
- 18) **7 Upson St** – TDS (C.E) – Rear Stairwell – **October 24th, 2024, complaint of rear egress stairs in disrepair. Several citation tickets have been sent. Follow Up March 17th, 2025.**
- 19) **38 Upson St** – TDS (C.E) – PMC Violations – **Jan 15th, 2025 complaint came in, 29 violations, citation ticket sent. Feb 28th, walked property with Property Manager, gave 30 days to comply, citation ticket will stand if not compliant. Follow up scheduled April 4th, 2025.**
Michael Yacovino, BFD – has reached out to owner to request an inspection, have not heard back from property owner, would like to attend site visit with CE Officer on April 4th, 2025
- 20) **780 Farmington Ave** – TDS (C.E) –Unlawful apartment – **Received a complaint, Jan 17th, 2025. After CBO, and Zoning inspected, the conclusion was that property needs to be 4 apartments and 1 office, can not be 5 apartments.**
Michael Yacovino, BFD – went out to inspect the other day, there was updated work on fire alarms and sprinkler system, fire alarms are up and working. Waiting for Zoning & Building Dept as far as what needs to be done for structural work to be completed and to be within compliance for any future fire codes.
- 21) **480 West St** – TDS (C.E) – PMC violations/Front porch – **Jan 10th, 2025 received complaint. Met with owner, contractors and property manager to go over all violations. Permit has been pulled to repair porch on 2nd Fl. Follow up scheduled March 18th, 2025**
Erica Mikulak, BBHD – housing complaint was received. Owner is making repairs, will accompany CE on next site visit
- 22) **18 Willoughby St** – TDS (C.E) – PMC Violations/Rodents/unlawful apartment – **Received complaint on December 4th, 2024. Owner is being unresponsive. Owner trying to sell property. Follow up scheduled March 6th, 2025**
Erica Mikulak, BBHD – has issued citation tickets, court order will be applied for. Tenant has not had hot water for weeks. Violations have not been remediated.

- 23) 185 Frederick St – TDS (C.E) – Rear Egress Stairs – Received complaint August 2nd, 2024, tenant fell due to handrail detached. Met with regional manager and contractor for repairs to 8 decks. Follow up scheduled March 7th, 2025
Michael Yacovino, BFD – Inspector Robotham met with owner fire alarm contractor, outlined all criteria required for new fire alarm system being installed, waiting for application and design
- 24) 42 Hepworth St – TDS (C.E) – PMC Violations/Possibly Board and Secure in the future – July 12th, 2024 received complaint. Citation tickets have been issued. Met with BPD and contractors, boarded building up Jeffrey Steeg, Corp. Counsel (B.C.C) – owners have passed away. There is a son interested in property - Discussion
- 25) 44 Rockwell Ave – TDS (C.E) – Retaining Wall/PMC – Received complaint April 12th, 2021, new complaints came through in 2024. Citation tickets have been issued; owner was working with CE. Met with property owner to go over all violations. Owner will begin to address retaining wall that is in disrepair and falling into neighbor's yard. Follow up is scheduled April 1st
- 26) 192 Pine St - TDS (C.E) – Unlawful Roof Overhang – Jan 29th, 2025, received complaint, gave 30 days to comply. Over hang has been taken down, CE is good
Erica Mikulak, BBHD- pulled license, must pay taxes
Jeffrey Steeg, Corp. Counsel (B.C.C) – spoke to attorney, trying to make payment arrangements and allow to stay open - Discussion
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to remove from agenda
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – REMOVE
- 27) 62 Judson Ave – BBHD & CE – Adult Group Home (BARC) – Sewage Leak – Received complaint Jan 30th, 2025 for blocked sewer lateral. Citation ticket was issued. Currently working with owner for water in basement. Previous violation remediated
Erica Mikulak, BBHD- has gone out, sewer lateral broke twice. Nothing else on property
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to remove from agenda
Ray Rogozinski, Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – REMOVE
- 28) 20 Burlington Ave - TDS (C.E) – Vacant/Awaiting Demolition – Received complaint Feb 05th, 2025, met with owner and 2 contractors, building has been boarded and secured, all vegetation removed. Owner will be applying for Demolition permit in the future to demo.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – Motion to move to Long Term Watch list til Demo is completed
Ray Rogozinski, Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – MOVE to Long Term Watch list

A) Clean & Lien / Fix & Lien:

- 32 Williams St – * BTP (Z) – Blighted Backyard

B) Long-Term Watch List:

- **45 Grassy Rd** * BTP (Z) - Vacant
- **107 Gridley Street** * TDS (C.E) Condemned/ Broken sewer lateral
Rob Longo, Water Department (W.D.) – There has been no communication on getting sewer lateral fixed
Susan Tyler, City Council Chair (C.C.C) - Water is shut off, vacant and condemned
Jeffrey Steeg, Corp. Counsel (B.C.C) – will follow up with Attorney Kilbourn

C) URAA – Uniform Relocation Assisting Act: None

- **107 Gridley St** - MP/AM – Aubrey Minkler, BPRYCS - No longer involved, done with process. Liens have been issued, would like to close the file.
Ray Rogozinski, Public Works (P.W.) – Motion to remove
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in favor – I – Any Opposed – None
Motion Carries – REMOVE

D) TAX LIENS: NONE

E) Additional Public Participation:

Juan Latorre – 211 Park St

Ray Rogozinski, Public Works (P.W.) – Sanitary sewer and water. Structural integrity of culvert, is an owner's issue. This committee has deemed this to no longer be an issue for the City. There are permits required. Building was looking at getting quotes, but after discussion, it is the property owner's responsibility. Can not drive over culvert. Health at risk has temporarily been addressed and needs to be fixed. Culvert has been deemed safe for pedestrians and will be monitored.

Discussion

F) To Adjourn:

Susan Tyler, City Council Chair (C.C.C) – Motion to adjourn

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

Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – 2nd Motion

Motion Carries – Adjourn at 10:16am

Per Order of the Chairperson

*Susan Tyler
Chairperson*



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APPROVED