



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, February 5th, 2025, at 9:00 a.m.
City Hall – Rm 3-1
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
Joe Pagliaruli, Water Department (W.D.)
Lindsey Rivers, Public Works (P.W.)
Lt Jason Warner (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
Ann Bednaz, Tax Collector (BTC)
John Aniolowski, BHA
Kirsten Girouard, Mayors Office
Josh Corey, Public Works (P.W.)

In Absence:

A) Call to Order and Introductions:

Susan Tyler, Chairperson called to order the Wednesday, February 5th, 2025, Code Enforcement Committee Meeting at 9:01 AM in the Bristol City Hall Room 3-1
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 January 8th, 2025 Meeting Minutes
Michael Yacovino, BFD – Motion to Approve

Erica Mikulak, BBHD – 2nd Motion
All in Favor - the **Motion Carries**.

- C) **Public Participation:** Frank Stawski – Would like to have 4 properties looked at:
45 Country Lane, 155 Country Lane, 14 Carriage Rd & 241,242 Mines Rd.

Susan Tyler, Chairperson – Code Enforcement will investigate each property & will be in touch.

- D) **New Business:**

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

ALL Properties to be moved to Old Business

- **32 Williams St – ZONING-BP-Blighted Backyard-**
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) Motion to Abate Sec 5-52A Bristol City Ordinance (Clean & Lien) Sec 5-55 B State of CT General Statutes
Lindsey Rivers (PW) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C)- Discuss in CEC Workshop
All in Favor? I - Any Opposed? None - **Motion Carries**
- **237 East Main St – ZONING-BP-MV's- Car Dealer**
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Needs special permit, Wetland concerns. Will give Wetlands all information available.
- **7 Upson St – CE-TDS-Rear Stairwell-Sent Tickets**
Michael Yacovino, BFD – Stairs need to be corrected/ rebuilt
- **38 Upson St – CE-TDS-30 PMC Violations-Sent NOV**
Michael Yacovino, BFD- notice sent to request to inspect entire building
Erica Mikulak, BBHD - Interior issues & needs extermination
- **780 Farmington Ave – CE-TDS-Conversion from mixed use to an Apartment Building without permits-Sent Cease-and-Desist**
Michael Yacovino, BFD- Inspected 02/04/2025, owner working to get smoke alarms replaced. BFD gave a list of violations to be corrected.
- **480 West St – CE-TDS-PMC Violations-Possibly Lead Paint-Sent NOV**
Erica Mikulak, BBHD – Inspected, no children under the age of 6, a lot of violations, working with owner for compliance
Susan Tyler, City Council Chair (C.C.C)- Notify BPD concerning MV
- **18 Willoughby St – CE-TDS-PMC Violations/Rodents-Sent multiple Tickets**
Erica Mikulak, BBHD – Has sent out letters and citation tickets. Having an issue reaching property owners.
Ann Bednaz, Tax Collector (BTC)- Taxes are paid, can try to locate contact info for BBHD
- **185 Frederick St – CE-TDS-Rear Egress Stairs-10 Units-Sent Ticket- WWP**
Michael Yacovino, BFD- Conducted inspection, fire code violations on stairs and doors. Fire alarms will be installed. Working with Jeremy.
- **42 Hepworth St – CE-TDS-Vacant house/PMC/Rodents-Sent Tickets**
Jeffrey Steeg, Corp. Counsel (B.C.C)- Home purchased in 1956, Owners have passed away, no mortgage, will have to follow up with probate.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) verified that Property management is no longer taking care of this property.

- **44 Rockwell Ave** – CE-TDS-Retaining Wall/PMC-Sent Many Tickets, exterior violations, owner is not compliant.
- **192 Pine St** - – CE-TDS – Shed, needs to be removed
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Land use sent to Zoning
Ann Bednaz, Tax Collector (BTC) – Large amount of back taxes
Erica Mikulak, BBHD- will assist
- **62 Judson Ave** – BBHD & CE – Adult Group Home (BARC) – Sewage Leak – Violation notices sent by both Depts
- **20 Burlington Ave** – Susan Tyler, City Council Chair (C.C.C)- Boarded Up – Broken windows
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.)- Owner has discussed demo & expand business- will follow up with owner for compliance

F) Old Business:

- 1) **112 Mountain View Ave** BTP (Z) * - Exterior/MV's ZONING – Most recent citation issued 1/6. Waiting on certified mail slip. I would like to move to the long-term watch list.
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Motion to move to LTWL
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) - 2nd Motion - (Discussion)
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) – Motion Rescinded
- 2) **9 Divinity St** TDS (C.E) * - Dilapidated Roof/ Condemned: The owner has paid the outstanding tickets and is in the process of trying to sell the property. Meanwhile, the Purchasing Department is obtaining demolition quotes.
- 3) **213 Park Street** TDS (C.E) * - Hole in culvert/Sewer lateral: At 211 Park, the sewer lateral was rerouted as a temporary fix to eliminate leakage. The Chief Building Official (CBO) and Purchasing Department are in the process of obtaining three quotes for the culvert replacement. No tenants have had to be relocated. Building itself is safe.
- 4) **585 Wolcott Rd** - BTP (Z) * - Blight/Unregistered MV's & Boats ZONING – 3 Boats on property, allowed to have 2. Waiting for arial update.
- 5) **162 East Main St** - TDS (C.E) * - Condemned/Sewer Lateral: The new owner has cleaned up the exterior and basement and stated that the sewer line is clear; however, documentation and video proof are still required. Work was started on the first floor without permits, leading to a Cease-and-Desist order for the contractor. A building permit application is in progress, but electrical and plumbing permits still need to be obtained. A follow-up call is scheduled for February 7th, 2025.
Erica Mikulak, BBHD- Owner has corrected violations brought forward, will continue to work with new owner to ensure compliance.
- 6) **59 Cawley St** – TDS (C.E) - Dumpster in Driveway for 2 years: The dumpster has been removed, unregistered and inoperable motor vehicles have been moved, and overgrown vegetation has been cut down.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.)- Motion to remove 59 Cawley Street from the list.
Erica Mikulak, BBHD – 2nd Motion

Susan Tyler, City Council Chair (C.C.C) - All in Favor? I - Any Opposed? None

CLOSED

- 7) **621 Terryville Avenue** – TDS (C.E) & BTP (Z) - Non-Compliant Occupancy: There are permits in place and a Certificate of Occupancy for an office space in the basement. Taxes have been paid for 20 years on the office space. The owner has removed the doors from rooms previously used as bedrooms, and all sleeping furniture has been removed. The CBO, ZEO, and I conducted a site visit with the property manager and owner to verify compliance.

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

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

CLOSED

- 8) **308 Woodland Street** – BTP (Z) - Fence/RV's ZONING – Given time to move fence out of the setback til Spring. No longer using RV as an office or home. Extension cord currently not plugged in for RV, will continue to follow up.

Lindsey Rivers, Public Works (P.W.)- Illegal Bulk – Citation tickets issued

- 9) **38 Bingham Street**- TDS (C.E) - Rodent infestation/Rear egress porch: A citation ticket was issued on January 14th for \$324.00 due to Interior PMC and rodent violations. Additionally, a Cease-and-Desist order was sent on January 21st for the rear egress stairs, which are structurally compromised and require full replacement. A site visit was scheduled for February 3rd, but the tenant reported being sick, delaying the inspection until they are medically cleared. Follow-up call is scheduled for February 7th, 2025.

Erica Mikulak, BBHD – letter has been issued, been in touch with Property Management. Tenant had to cancel 02-03-2025 due to illness, will be rescheduling. Will continue to follow up

John Aniolowski, BHA- working with tenants 2nd fl

Michael Yacovino, BFD- Jeremy stated that a contractor came in to discuss rebuild of stairs.

- 10) **51 Ferraro Dr** – BTP (Z) - Unregistered MV's: ZONING – Most recent Citation issued 1/29. Signed certified mail slip received from prior citation.

- 11) **580 Broad St** – BTP (Z) - MV's/RV's: ZONING – Citation appeal is on February hearing agenda. Is working with CE, BFM & BBHD to speed up process. Needs to follow up with people living in RV

Erica Mikulak, BBHD – Would like to coordinate with BPD due to possible issues

Lt Jason Warner (BPD)- Will provide info and will be happy to assist

- 12) **82 Lexington Street** - TDS (C.E) - Blight/Rodent Infestation: The tenants have placed a dumpster onsite, and furniture has been removed from the front lawn. The tenant reported that the rodent issue is under control, and most of the basement has been cleaned out. They also mentioned that the owner is working with them to address the mold issue. A follow-up call is scheduled for Feb 14, 2025.

Ann Bednaz, Tax Collector (BTC)- July & Jan taxes not paid

Susan Tyler, City Council Chair (C.C.C) – both owners passed away, discuss with Attorney Steeg or Richard Brown (CBO) to obtain attorney information.

- 13) **188 Terryville Ave** - TDS (C.E) - Blight/Boarding House/ WWP: A plumbing permit has been issued for gas piping installed throughout the entire building, and inspections are pending. A follow-up call is scheduled for Feb 14, 2025.

G) Clean & Lien / Fix & Lien: None

H) Long-Term Watch List:

Susan Tyler, City Council Chair (C.C.C) – Any comments or anything to discuss on these properties?
Any properties that we are actively working on, we should remove and put back onto Old Business.

- 45 Grassy Rd * BTP (Z)
- 575 Broad Street * F.M & BTP (Z)
Susan Tyler, City Council Chair (C.C.C) – Remove from LTWL & move back to Old Business
- 37 Union St * BTP (Z) - Unregistered Motor Vehicles – New complaint received. Most recent violation issued 1/27. Certified mailing slip received from prior citation.
Susan Tyler, City Council Chair (C.C.C) – Remove from LTWL & move back to Old Business
- 107 Gridley Street * TDS (C.E) Condemned/ Broken sewer lateral
- 81 Wolcott St * TDS (C.E) - Front Porch/PMC Violations- A new Notice of Violation (NOV) was sent out on February 3, 2025, for ongoing Property Maintenance Code (PMC) violations.
Susan Tyler, City Council Chair (C.C.C) – Remove from LTWL & move back to Old Business
- 30 Cottage St * TDS (C.E) – Rear Porch –
Susan Tyler, City Council Chair (C.C.C) – Remove from LTWL & move back to Old Business

I) URAA – Uniform Relocation Assisting Act:

- 107 Gridley St – Aubrey Minkler– BPRYCS – Last month of storage

J) TAX LIENS: None

K) Additional Public Participation: None

L) To Adjourn:

Susan Tyler, City Council Chair- Is there a motion to adjourn?

Lt Jason Warner (BPD) - Motion to Adjourn

Erica Mikulak, BBHD – 2nd Motion

Susan Tyler (CCC), Motion Carries – Meeting Adjourned at 10:20am

Per Order of the Chairperson

*Susan Tyler
Chairperson*



Please Note, all Committee Members are cordially invited to the next CE Workshop on Wednesday, February 19th, 2025 located at the Mayor's Office at 3:00 pm.

Zoom link for recorded CEC Meeting:

https://bristolct-gov.zoom.us/rec/share/tS6bbwkXCyWMEV57_XdlgZ8h1Kr3F7UFDzZnP_yVh9QUadmkmwkH6QhGsjVMmkl.OBEfvE5ej46dlsq4

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