



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, September 03, 2025
City Hall 3rd Fl Room 3-1
111 North Main Street, Bristol CT 06010

CODE ENFORCEMENT COMMITTEE MEMBERS IN ATTENDANCE:

Michael Doherty, Code Enforcement Officer (C.E.O.)
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)
Susan Tyler, City Council Chair, Mayor's Office (C.C.C.)
Erica Mikulak, BBHD
Michael Yacovino, BFD
Lt. Eric Hanson, BPD
Lindsey Rivers, Public Works (P.W.)
Rob Longo, Water Department (W.D.)

Also in Attendance:

Jeff Caggiano, Mayor
Richard J Brown, Chief Building Official (C.B.O.)
Jeffrey Steeg, Corp. Counsel (B.C.C.)
Noelle Bates, Corp. Counsel
Maria Theam, Corp. Counsel
Kristopher Lambert, Fire Marshal (Zoom)
Marco Palmeri, BBHD
Thomas DeNoto, Assessors Office
Aubrey Minkler, BPRYCS
Stephen Bynum, BPRYCS (Zoom)
Jennifer Cole, Deputy Tax Collector (D.T.C.)
Emmanuel Lorenzo, Assessment Technician Assessors (A.T.A.)
John Aniolowski, Housing Authority (B.H.A.)

In Absence:

A) Call to Order and Introductions:

Susan Tyler, Chairperson - Called to order the Wednesday, September 03, 2025, Code Enforcement Committee Meeting at 9:00AM in the Bristol Council Chambers.
All stand – Pledge of Allegiance
Introductions

B) Approval of July 02, 2025 Meeting Minutes:

Susan Tyler, City Council Chair (C.C.C.) - Motion to Approve June 04, 2025 Meeting Minutes

Michael Yacovino, BFD - Motion to approve June 04, 2025 Meeting Minute
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 - Motion Carries

Susan Tyler, City Council Chair (C.C.C) - Motion to Approve August 06, 2025 Meeting Minutes

Rob Longo, Water Department (W.D.) - Motion to approve August 06, 2025 Meeting Minutes

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 - Motion Carries

C) **Public Participation:** None

D) **New Business:**

Attorney Jeffrey Steeg, Corp. Counsel (B.C.C) – 335 Stafford Ave – New Policy for breaking the rules, need to have in place for punitive measures for people that purposely violates the rules. Dumping sewage from RV into public sewer. Found coffee and other personal products in water way, tested positive for higher levels of E. coli, and illegal connection. Will be brought up to the Sewer Commission – Discussion... Will discuss further at CEC Workshop

Attorney Jeffrey Steeg, Corp. Counsel (B.C.C) - 820 Stafford Ave – Aquifer area - Will discuss further at CEC Workshop.

New Topic: 3rd Party Vendors

Susan Tyler, City Council Chair (C.C.C) – Would like to discuss 3rd party vendor to clean City owned property for the safety for our employees. Who pays for the 3rd party vendor? This is a Code Enforcement expense. Discussion...

Susan Tyler, City Council Chair (C.C.C) – Motion to have payments for City owned properties, such as homeless encampment to be paid by CE.

Lindsey Rivers, Public Works (P.W.) – 2nd Motion

Noelle Bates, Corp. Counsel - Would like to know what the budget is for CE and what we have to spend.

Susan Tyler, City Council Chair (C.C.C) – Motion on the floor, All in Favor - Any Opposed

Erica Mikulak, BBHD - Opposed - Discussion

Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)- Opposed - Discussion

Susan Tyler, City Council Chair (C.C.C) – 6 in Favor – 2 Opposed – Motion Carries

Lindsey Rivers, Public Works (P.W.) - Can Shannon create YTD Budget report & provide team with it.

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

- **45 Clark Ave - BTP (Z)** – 2 RV's, possible kennel operation. Water & Sewer dept could not get to connection to shut off, due to RV blocking connection. BPD will assist with animal control. Discussion...
- **300 Riverside Ave – BTP (Z)** - WWP – 2019 full renovations were completed without permits. FMO is involved – Discussion...

E) Old Business:

1. **112 Mountain View Ave - BTP (Z)** * - Exterior/MV's: No updates, this property is being monitored for tall grass violation, although there have been several attempts & citation tickets, there has been no response from home owner. Outstanding violations that remain are 2 unregistered motor vehicles & debris.
2. **9 Divinity St - RJB (CBO /C. E)** * - Dilapidated Roof/ Condemned: No change, things are going per contract time line, gathering all documents, building will remain intact, permits have been applied for. Demo permit is for removal of debris inside.-. Discussion...
3. **51 Ferraro Dr – BTP (Z)** * - Unregistered MV's: No update, property owner called after receiving letter from Corp Council, can not reach owner, can only leave a voice mail.
4. **580 Broad St – BTP (Z)** * - MV's/RV's: Can remove RV from list, RV; s has been remediated. There has been progress with debris, but still an issue with unregistered motor vehicles.
5. **81 Wolcott St – MD (CEO)** * - Front Porch/PMC Violations/Blight: Walk thru with owner, real estate agent, CBO, FMO, prospective buyer, and CEO to go over violations that are still unresolved. 08/21- citations upheld at appeal hearing. (Accumulation of garbage), 08/13 - New NOV sent to owner & 08/26- site visit with owner/buyer/agent, and CE/CBO/FD to discuss all violations
6. **237 East Main St – BTP (Z)** * - MV's - Car Dealer: Waiting for a site plan, met with the attorney. Site plan will be in by next deadline with the planning commission.
7. **7 Upson St - MD (CEO)** * – Rear Stairwell: SV 08/28/2025 – No progress, rear deck is still in violation, 08/29 citation was sent, previous citations not paid. Discussion...
Erica Mikulak, BBHD - Entire building has been treated for bed bugs, most violations are being worked on in all units. Home owner is now being cooperative, weekly updates are being given by property management company - This should be 5-7 Upson St. Discussion...
8. **38 Upson St - MD (CEO)** * – PMC Violations: Not much improvement since 01/27/2025 – was in appeal court. 8/21 appeal hearing citations from 7/09 upheld. A site visit is scheduled 09/05/2025.
9. **780 Farmington Ave – BTP (Z)** - * – Unlawful apartment: Property is in foreclosure.
Unlawful apartment has been resolved.
Richard J Brown, Chief Building Official (C.B.O.) - Eversource meters need to be relocated
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Motion to remove from CEC List
Michael Yacovino, BFD - 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
CLOSED
10. **18 Willoughby St- MD (CEO)** * – PMC Violations/Rodents/unlawful apartment: Initial NOV 12/09/2024. First floor tenant has moved out. Reported that owners moved in to 2nd floor. 8/28 FSV, 2nd Fl occupant identified himself as a tenant. No complaints and no access to basement. Exterior violations not remediated. All mail has been returned to BBD & BBHD that go to Stamford, Ct & Danbury, Ct addresses that were provided by the City & State of Ct. Outstanding violations on decks/porches, exterior violations and possible illegal basement apartment. Discussion...

11. 32 Williams St –BTP (Z) * – Blighted Backyard: Property is for sale, accepting back up offers.
Attorney Jeffrey Steeg, Corp. Counsel (B.C.C) – July taxes are due
Lindsey Rivers, Public Works (P.W.) – Should be lien on property for Clean and Lien
12. 45 Williams St – BTP (Z) * - Blighted Backyard: Discussion...
13. 67 Pine St – (P.W.) * – Homeless Encampment – City Owned:

Lt. Eric Hanson, BPD – BPD went to property, 8-10 people living there. PW will see what needs to be done to clean. On going issue, due to State property, needs to be cleaned, another 20 people living there. BPD has visited this property several times.
Jeff Caggiano, Mayor- send pictures of North side to have Demus clean property.
Discussion...
Josh, PW- Would like to have a 3rd party to address violations for homeless encampments, for the safety of the employees and residents.
Jeff Caggiano, Mayor- The dept that the payments should come from should be Code Enforcement, for City owned properties. We can discuss at next CEC Workshop meeting.
14. 69 Lawndale Ave- MD (CEO) * – WWP: All permits required have been obtained. Cleanup of property still needs to be done. Will continue to follow up on property.
Michael Doherty, Code Enforcement Officer (C.E.O)- Motion to remove
Rob Longo, Water Department (W.D.) - 2nd Motion – Discussion...
Michael Yacovino, BFD – Commercial Inspector Paul Tramadeo & himself have gone out several times. Difficult to deal with. Things will get done to code but it's been a struggle.
Jeff Caggiano, Mayor- Neighbor recently reached out with concerns, this property could possibly be on the Long-Term Watch List versus being removed in order to monitor.
Michael Doherty, Code Enforcement Officer (C.E.O)- Motion to amend previous motion and move to Long Term Watch List.
Michael Yacovino, BFD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
Move to Long Term Watch List
15. 225 East Main St – MD (CEO) * - Unauthorized Demo of property & Garage: home owner has submitted plans to different departments but nobody likes them, it's in progress.
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Plans were submitted, there is a lot more surface coverage, building is bigger, garage closer to the river and more parking spaces. In the strictest flood way, which is why they have not been approved yet.
Jennifer Cole, Deputy Tax Collector (D.T.C.) - July taxes are due.
16. 48 Wolcott St – BTP (Z) – Blight/ Debris: Property owner is compliant. Will be on list for a while, making progress.
17. 32 Upson St – BTP (Z) – Person living in attic/shed: Nobody is living in sheds or the attic, property is now compliant.
Erica Mikulak, BBHD – Person that was living in attic was removed and treated for possible exposure to bat. Discussion...
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Motion to Remove
Lt. Eric Hanson, BPD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
REMOVE

18. 13 Landry St - MD (CEO) – Retaining Wall: RB has met with the owner to discuss options for repairs. No repairs done. 2 retaining walls, South Side Market has been repaired. 2nd retaining wall on Divinity St, needs to be repaired, which is affecting 19 Landry St.
19. 19 Landry St – MD (CEO) – Drainage w/ Catch Basin: NOV issued 08/26/2025. Spoke with owner Moe and catch basins to be cleaned and built-up silt at the curb to be cleaned up.
20. 44 Coventry St - MD (CEO) – Rodent Infestation/ Blight - No progress. Property is in foreclosure. October 25th, 2025 will be an auction. Rodent complaints, didn't see any. House is vacant. Discussion...
21. 51 Jerome Ave - MD (CEO) – WWP – Permits applied for – in compliance.
Michael Doherty, Code Enforcement Officer (C.E.O)- Motion to remove
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 - Motion Carries
REMOVE
22. 42 Andrews St – BTP (Z) – Blight – Boat on property, in appeals for September. No other issues at this time.
23. 107 Gridley Street - BTP (Z) – * - Condemned/ Broken sewer lateral: Citation sent August 28th, 2025. Have received mail back. Sent email to active email located on State of Ct website. Discussion...
24. 157 South St Ext – BTP (Z) – Property pretty bad, contacted brother of property owner, will be cleaned by Sept. 15th, 2025.
25. 161 South St Ext – BTP (Z) – No issue, unfounded.
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Motion to remove from CEC List
Michael Yacovino, BFD - 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
REMOVE
26. 13 Benjamin St – BTP (Z) -
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Motion to remove from CEC List
Erica Mikulak, BBHD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
REMOVE
27. 37 Main St – BTP (Z) -Was told this would be taken care of by Friday, it has not been remediated. Discussion...
Jeff Caggiano, Mayor – Will send a reminder

F) Clean & Lien / Fix & Lien:

- 175 Moody St - BTP (Z) - Blight: Over all went well, need to work on a scheduling and communication prior to Clean and Lien. Help from BPD
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.) - Motion to remove from CE Agenda
Lt. Eric Hanson, BPD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor - I - Any Opposed - Motion Carries
REMOVE

- 252 Terryville Rd - BTP (Z) - Blight: Currently in citation appeals
- 252 ½ Terryville Rd - BTP (Z) - Blight: Currently in citation appeals
- 275 Terryville Rd - BTP (Z) - Blight: Property owner wants to avoid clean & lien, will be scheduling a site visit with property owner to discuss motor vehicles and debris.

G) Long-Term Watch List:

- 45 Grassy Rd - BTP (Z) * – Vacant: Site plan application rescinded from land use to give applicants more time to work on the plan. Zoning Officer will need to walk through with new owners before anything is approved. Discussion...
- 211 Park St - RJB (CBO /C. E) * - Hole in Culvert:
- 213 Park St - RJB (CBO /C. E) * - Hole in Culvert:
- 215 Park St -- RJB (CBO /C. E) * - Hole in Culvert:
- 20 Burlington Ave - RJB (CBO /C. E) * – Vacant / Awaiting Demolition: Discussion...

H) URAA – Uniform Relocation Assisting Act: BPRYCS – 1 family, 2 payments for storage remaining.

I) TAX LIENS: - Jennifer Cole, Deputy Tax Collector (D.T.C.) – None

- Susan Tyler, City Council Chair (C.C.C)- Circle back to New Business...

J) Additional Public Participation:

David Haberfield – Virtual address is available for people that need an office space for an LLC in Stamford Ct, you can not be served. Discussion...

K) To Adjourn:

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

Rob Longo, W.D – Motion to adjourn

Lindsey Rivers, Public Works (P.W.) – 2nd Motion

Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries – Adjourn at 10:25 am

Per Order of the Chairperson

Susan Tyler
Chairperson



Please Note, the next CE Workshop on Wednesday, September 17, 2025 located on the 3rd floor, Mayors Conference room at 3:00 pm. (No Votes - No Zoom- No Minutes)

Zoom Link for CEC Meeting:

<https://bristolct->

[gov.zoom.us/rec/share/WtIhseDrl1ZgVFCCSSJfTm3uAPVhcbquDhloBfuySm0VbYgsJ8dUxEoUSo0JANxT.ATAklact7vzcYdI3](https://bristolct-gov.zoom.us/rec/share/WtIhseDrl1ZgVFCCSSJfTm3uAPVhcbquDhloBfuySm0VbYgsJ8dUxEoUSo0JANxT.ATAklact7vzcYdI3)

Passcode: ZhW1e?.r

Zoom Recording Link for CEC September Meeting:

Duration: 01:31:27

Share link: <https://bristolct->

[gov.zoom.us/rec/share/_9fxCPxwdf6EVhPGPrWVihHmdxtxFWbR6xOmkrkYbkxEUqF6IzvIzkD1XHZK51v1.p3-_ajD8EZcDV4Ff](https://bristolct-gov.zoom.us/rec/share/_9fxCPxwdf6EVhPGPrWVihHmdxtxFWbR6xOmkrkYbkxEUqF6IzvIzkD1XHZK51v1.p3-_ajD8EZcDV4Ff)

Passcode: LZ.uV8kH