



CITY OF BRISTOL
BUILDING DEPARTMENT
111 NORTH MAIN STREET, BRISTOL, CT 06010
OFFICE OF CHIEF BUILDING OFFICIAL
Code Enforcement Committee Meeting Minutes
Wednesday, May 07, 2025, at 9:00 a.m.
City Hall 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, Director of Public Works (P.W.)
Lt Jason Warner, Police Dept. (BPD)

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
Aubrey Minkler, BPRYCS (Zoom)
Marco Palmeri, BBHD
Thomas DeNoto, Assessors Office
Ann Bednaz, Tax Collector (BTC)
Josh Corey, Public Works (P.W.)
Lindsey Rivers, Public Works (P.W.) (Zoom)

In Absence:

A) Call to Order and Introductions:

Susan Tyler, Chairperson - called to order the Wednesday, May 07, 2025, Code Enforcement Committee Meeting at 9:02 AM in the Bristol Council Chambers
All stand – Pledge of Allegiance
Introductions

B) Approval of April 02, 2025 Meeting Minutes:

Susan Tyler, City Council Chair (C.C.C.) - Motion to Approve April 02, 2025 Meeting Minutes
Ray Rogozinski, Director of Public Works (P.W.) – Motion to approve April 02, 2025 Meeting Minutes
Rob Longo, W.D – 2nd Motion
Susan Tyler, City Council Chair (C.C.C.) - All in Favor – (I) Motion Carries.

C) **Public Participation:**

- Amy Wernicki – Veterans Strong Community Center, 111 North Main St- There is an increase the veterans not being able to care for their lawn/properties. There are not a lot of programs available to help with the maintenance of the property. There were 2 local land scaping companies that have helped in prior years for free. Is it possible for Code Enforcement reach out to Veterans Strong before sending a citation or notice to help alleviate and additional distress to the veterans.
Susan Tyler, City Council Chair (C.C.C) – Invited Amy to attend the Code Enforcement Workshop 05-22-2025 at 3pm in the Mayor's Office to discuss further.

D) **New Business:** None

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

- 30 Bat Place – Blight / Excess Boats
- 15 Oaken St – A lot of police activity, multiple cars in the driveway
- 225 East Main St – Unauthorized Demo of property & Garage – State of Ct & Hazardous Waste are involved, due to asbestos. Demolished a building – two separate occasions (Building & Garage) Citations given by CE & PW. Water & Sewer MUST be disconnected.
Discussion....

F) **Old Business:**

- 1) 112 Mountain View Ave BTP (Z) * - Exterior/MV's: Citation issued 05/05/2025, will be added to Tall Grass
- 2) 9 Divinity St TDS (C.E) * - Dilapidated Roof/ Condemned: Demolition Order Issued April 14th, 2025 allowing for 30 days to demolish or rehab. Demolition may begin on or after May 19th, 2025. Demolition contractor is currently working with the state and city to secure permits.
- 3) 585 Wolcott Rd - BTP (Z) * - Blight/Unregistered MV's & Boats ZONING: Discussion
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)- Motion to Remove
Ray Rogozinski, Director of Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**
- 4) 308 Woodland Street – BTP (Z) * - Fence/RV's: Discussion
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)- Motion to Remove
Ray Rogozinski, Director of Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**
- 5) 38 Bingham Street- TDS (C.E) * - Rodent infestation/Rear egress porch: Contractors have started working on the back porch and are coordinating with the commercial building inspector.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) - Motion to Remove
Ray Rogozinski, Director of Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**
- 6) 51 Ferraro Dr – BTP (Z) * - Unregistered MV's: No movement, owner to retire and will work on violation at the time. Follow up scheduled May 10th, 2025.
- 7) 580 Broad St – BTP (Z) * - MV's/RV's: RV still on property, owner is currently in appeals. Zoning & BBHD will be going out to visit.

Erica Mikulak, BBHD- BBHD will issue an Order to correct, concerning the RV -BBHD is involved, not sure where waste is going.

- 8) 81 Wolcott St TDS (C.E) * - Front Porch/PMC Violations/Blight: All three units are still vacant. During the site visit on May 2nd, most of the trash and debris had been removed. New gutters have been installed, and work on the front porch is ongoing. An electrical permit is still needed for the porch, and an HVAC permit is required for the water heaters. Some windows also need repair. Progress is being made, but it's slow.
Michael Yacovino, BFD- All Fire Code Violations have been added to the list to be remediated.
- 9) 237 East Main St – BTP (Z) - MV's- Car Dealer: Owner is in citation appeal hearing, no site plans submitted, There are plans to file an injunction if plans are not submitted.
Jeffrey Steeg, Corp. Counsel (B.C.C)- Attorney has been hired, will have plans ready for June.
- 10) 7 Upson St – TDS (C.E) – Rear Stairwell: No progress has been made. Two citation tickets were issued in April, each for \$432. The owner is appealing the most recent ticket. Start Abatement Process – would like to discuss at CE Workshop.
Michael Yacovino, BFD- Agrees with TDS, went out at least twice with Paul Tramadeo; Commercial Inspector (BBD) owner stated that they were going to supply plans, has not moved forward, owner is no longer responding or compliant the last few months.
Susan Tyler, City Council Chair (C.C.C)- Possible Fix & Lien – to discuss at CE Workshop.
- 11) 38 Upson St – TDS (C.E) – PMC Violations: A site visit was conducted on May 2nd. A significant number of violations still remain. A citation ticket will be issued this week.
Michael Yacovino, BFD- went out with Paul Tramadeo; Commercial Inspector (BBD) All Fire Code Violations have been added to the list to be remediated.
- 12) 780 Farmington Ave – TDS (C.E) – Unlawful apartment: Both the owner and tenant have confirmed that the eviction process is underway. Electrical permit E-25-239 has been issued but is still awaiting payment. Tenant is still residing in the unlawful apartment.
Aubrey Minkler, BPRYCS (Zoom)- Owner went to court to evict after Code Enforcement violations issued, doesn't understand why it has not been condemned. This is not the tenant's fault; it is the owners.
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O.)- zoned as a mixed-use building, was turned into residential, there is no commercial. Zoned as a BG Zone. No order to remove the tenant, but a unit must be turned back into a commercial unit.
Michael Yacovino, BFD- To be clear, the unit is not a hazard. It is safe and the most compliant apartment in the building.
Discussion....
- 13) 480 West St – TDS (C.E) – PMC violations/Front porch: All violations have been addressed. I would like to make a motion to remove 480 West Street from the agenda.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) - Motion to Remove
Erica Mikulak, BBHD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**
- 14) 18 Willoughby St – TDS (C.E) – PMC Violations/Rodents/unlawful apartment: All violations remain unresolved. A total of six citation tickets have been issued so far, each at \$1,712, bringing the total to over \$10,000. It appears the owner is trying to sell it. NOV sent for Tall Grass. Owner has not been compliant or responding as they were previously.
Erica Mikulak, BBHD – 3 or 4 citation tickets have been sent, 1 signed for. Basement is empty, and 2nd floor, vacant. To clarify, violations are all cosmetic violations, tenant on 1st floor is not at any risk, harms way.
- 15) 185 Frederick St – TDS (C.E) – Rear Egress Stairs: The owners are currently working with the commercial building inspector and a local architect. They are waiting on wetlands and floodplain approval.

Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) - Motion to Remove
Michael Yacovino, BFD – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**

- 16) 42 Hepworth St – TDS (C.E) – PMC Violations/Possibly Board and Secure in the future: A \$756.00 citation ticket was issued in April. The property was broken into, and the intruders started a small fire. The Bristol Fire Department and Police Department responded to the incident. The Chief Building Official ordered an emergency re-board and secure of the breached doors. NOV sent for Tall Grass.
Jeffrey Steeg, Corp. Counsel (B.C.C)- Probate hearing on May 20th, 2025 coming up, has been in contact with attorney concerning this property.
Ann Bednaz, Tax Collector (BTC) – Needs an updated address from Attorney Steeg to send CE billing to.
- 17) 44 Rockwell Ave – TDS (C.E) – Retaining Wall/PMC: A citation ticket for \$756.00 was issued due to all violations remaining unaddressed at the time. The ticket is now being appealed. Since then, contractors have begun work, and most of the exterior Property Maintenance Code (PMC) violations have been resolved. However, we are still waiting for an update or timeline regarding the repair or replacement of the retaining wall.
- 18) 41 East Rd – (P.W) – Homeless Encampment – State Owned: Public Works
Ray Rogozinski, Director of Public Works (P.W.) – Public Works will schedule to clean. Have not been able to complete due to the weather.
Discussion.....
Ray Rogozinski, Director of Public Works (P.W.) - Motion authorizing PW to clean at the cost to the city on regular time.
Rob Longo, Water Department (W.D.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – **All in Favor (I) Motion Carries**
- 19) 67 Pine St – (P.W.) – Homeless Encampment – City Owned: Public Works
Jeff Caggiano, Mayor - State of Ct has not responded concerning grants for homeless, etc. Would like to discuss during CE Workshop. Mayor met with Journey Homes, looking at proposals before encampment grows. Both Journey Homes and Dept of Mental Health & Addiction Services, if they don't move on this, the city will have to move forward.
- 20) 59 Allen St – TDS (C.E) - Unsafe rear porch: The rear porch is nearly complete, and contractors have been on-site almost daily. We continue to monitor and maintain pressure.
Michael Yacovino, BFD – have been going out with commercial Inspector Paul Tramadeo (BBD) on a regular basis to meet with contractor, great progress. Long way to go before they get a CO.
Discussion....
- 21) 69 Lawndale Ave - TDS (C.E) – WWP: Two tickets were issued in April, totaling \$3,888.00. Most violations remain unresolved at this time. The contractor has stated that they will begin addressing the outstanding issues. Weekly site visits are scheduled moving forward to ensure the exterior is secured and made watertight.
Michael Yacovino, BFD – have been going out with commercial Inspector Paul Tramadeo (BBD) on a regular basis to meet with contractor, progress is in process, it's getting done.
- 22) 95 Lewis St - TDS (C.E) – Previous Clean & Lien: The owner brought in a dumpster and an excavator and cleaned up the property. I would like to make a motion to remove 95 Lewis Street from the agenda.
Erica Mikulak, BBHD – 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) Motion Carries - **REMOVE**

23) 218 West St – TDS (C.E) – PMC- Electrical issues: The tenant has moved out of the unit where the violations were identified. The property manager has stated that the issues will be addressed during the turnover process.
Discussion...

24) 252 Terryville Rd – TDS (C.E) – Blight: Currently in citation appeals, yard looks better but vehicle still parked in front lawn.
Discussion....

25) Main & High – TDS (C.E) – Blight - Mobile Homeless Encampment: Saw a woman in a wheelchair with a tarp on Prospect Street one day, but I haven't seen her again since. Possibly at Bracket Park.
Thomas Damon-Smith, Code Enforcement Officer (C.E.O.) - Motion to Remove
Ray Rogozinski, Director of Public Works (P.W.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries - **REMOVE**

G) Clean & Lien / Fix & Lien:

1) 32 Williams St – * BTP (Z) – Blighted Backyard - Clean & Lien went well. Still not compliant, follow up will continue.
Discussion....
Brandon T. Peate, Zoning Enforcement Officer (Z.E.O) - Motion to move back to OLD BUSINESS
Rob Longo, Water Department (W.D.) – 2nd Motion
Susan Tyler, City Council Chair (C.C.C) – All in Favor (I) Motion Carries – **Move back to OLD BUSINESS**

H) Long-Term Watch List:

- 45 Grassy Rd * BTP (Z) – Vacant – Very Messy – No title changes yet - To discuss at CEC Workshop
- 107 Gridley Street * TDS (C.E) Condemned/ Broken sewer lateral -
- 213 Park St * - TDS (C.E.) - Hole in Culvert - 215 Sewer Lateral broke / 211, 213 & 215 Park St – Discuss at CE Workshop
Discussion....
- 575 Broad St * - F.M. & BTP (Z) – Blight
- 20 Burlington Ave – TDS (C.E.) – Vacant / Awaiting Demolition

I) URAA – Uniform Relocation Assisting Act:

Aubrey Minkler, BPRYCS - 182 Shrub Rd Condemned – Securing move and working with tenants for that location.

J) TAX LIENS:

Ann Bednaz, Tax Collector (BTC) - None

K) Additional Public Participation – None

L) To Adjourn:

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

Ray Rogozinski, Director of Public Works (P.W.) – Motion to adjourn

Michael Yacovino, BFD – 2nd Motion

Motion Carries – Adjourn at 10:20 am

Per Order of the Chairperson

*Susan Tyler
Chairperson*



Please Note, the next CE Workshop on Wednesday, May 21st, 2025 located at the Mayor's Office at 3:00 pm.
(No Votes - No Zoom- No Minutes)

Zoom Link for CEC Meeting:

<https://bristolct->

[gov.zoom.us/j/84455555555](https://bristolct-gov.zoom.us/j/84455555555)

Passcode: ZhW1e?r

APPROVED