



*City of Bristol
Parking Authority*

Ladies and Gentlemen:

The regular Parking Authority meeting will be held on Monday, January 5, 2026, at 6:30 PM. in City Hall Meeting Room 3-1, 111 North Main Street, Bristol, CT.

1. Call to Order
2. Review Parking Ticket Violations
3. Approval of Minutes
 - a. Regular Meeting - December 1st 2025
4. Review Parking Ticket Report
5. New Business
6. Old Business
7. Adjournment

PER ORDER OF THE CHAIRPERSON

Andrea Adams



City of Bristol
PARKING AUTHORITY
December 1st 2025 6:30pm
111 North Main Street
Bristol, CT 06010

PRESENT:

Chairperson Andrea Adams
James Driscoll Jr
Robert Powell
Amy Lowrey
Jason Broyles – Arrived Late
Michael Massarelli

ABSENT:

STAFF PRESENT:

Lieutenant Ulric Berube – Traffic Commander

1. **CALL TO ORDER**

Chairperson Andrea Adams called the Parking Authority Meeting to order at 6:33 pm.

2. **REVIEW PARKING TICKET VIOLATIONS**

NONE

3. **APPROVAL OF MINUTES**

Robert Powell made a motion to approve the August 4th 2025 meeting minutes, seconded by Michael Massarelli

Vote: Unanimously Passed

4. **NEW BUSINESS**

The committee was introduced to the newly appointed Traffic Commander Lt. Ulric Berube.

The committee reviewed the projected 2026 meeting calendar. James Driscoll Jr made a motion to approve the meeting calendar, seconded by Amy Lowrey.

Vote: Unanimously Passed

Monthly reports were then reviewed and discussed.

Chairperson Andrea Adams informed the committee on a meeting she had with Mayor Ellen Zoppo-Sassu. Andrea updated the mayor of the research this committee has done on parking meter apps to be used to the Hope Street Parking Garage and possible

downtown parking. Mayor Zoppo-Sassu has asked the committee to table the research for this project until further notice. Andrea also requested the Traffic Commander attend the winter parking authority meetings due to the higher volume of appeals from the winter parking ban. Mayor Zoppo-Sassu will be speaking with the Police Department's administration to see if that can be approved.

5. **OLD BUSINESS**

NONE

6. **ADJOURNMENT**

Michael Massarelli made a motion to adjourn, second by Robert Powell

Vote: Unanimously Passed

The Parking Authority meeting for the 2nd day of December was hereby adjourned at 6:52pm.

Jacqueline England

Recording Secretary