



City of Bristol
BRISTOL, CONNECTICUT 06010

**BRISTOL REAL ESTATE COMMITTEE
MINUTES
MEETING OF TUESDAY, NOVEMBER 21, 2023**

1. CALL TO ORDER:

By: Chairwoman Tyler

Time: 5:08

Place: City Hall
111 North Main Street
Meeting Room 1-1

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS	Councilwoman Susan Tyler, Chairperson	X	
	Councilman Andrew Howe (Via Zoom)	X	
	Councilman Erick Rosengren		X
STAFF	Roger Rousseau, Purchasing Agent		X
	Thomas DeNoto, Assessor		X
	Ann Bednaz, Tax Collector		X
	Raymond Rogozinski, Director of Public Works		X
	Robert Flanagan, City Planner		X
	Scott Matney, Assistant Corp. Counsel		X
	Attorney Jeffrey R. Steeg, Asst. Corp. Counsel	X	
	Ryan Heller, City Land Surveyor	X	
	Noelle Bates, Recording Secretary	X	

The Pledge of Allegiance wasn't conducted as there were no flags in the room.

ADMINISTRATIVE MATTERS:

1. Approval of Minutes – 10/17/23

MOTION: To approve the minutes of October 17, 2023.

BY: Tyler

Seconded: None

Note: Since there were new members assigned to the Committee, there could not be a second. It was unclear as to what councilmembers were supposed to be serving on the Committee. Councilwoman Tyler will address this and get the correct people on board.

Against: None.

Abstained: None.

PUBLIC PARTICIPATION:

None.

NEW BUSINESS

Attorney Steeg handed out a package to the new members which included:

Purchasing Guidelines

Connecticut General Statutes 8-24

Connecticut General Statutes 7-163(e)

List of Properties For Sale

List of Properties Not For Sale (these would include water department, school, park property, etc.)

Councilwoman Tyler stated that when the Council approved Jamie Andrews from Bottom Line Realty, they did not approve a timeframe. The Committee will need to figure out a timeframe and bring it before the City Council.

OLD BUSINESS

1. Lot 129-2 Violet Drive

Attorney Steeg stated that he has been in touch with the representative of the heirs of the property, Attorney William Galski. He is waiting for the heirs to sign the documents to release the property but they haven't been forthcoming. He may need to visit the heirs to obtain their signatures. Attorney Steeg will keep the Committee posted.

No action taken.

2. Proposed sale of .56 acre of land at Stafford School

It was reported that the Committee didn't want to have D'Amato spend money on a surveyor so the City used their own Surveyor, Ryan Heller. Mr. Heller reported that he visited the property and staked it out. One concern he had was that there was a pathway off Morris, which is a paved pathway to the school. If we gave up this portion of the property we would have to reduce the size of the property, or move the pathway to another location.

Councilman Howe stated that this is the school his children go to and it is very heavily used, especially during the winter months.

Mr. Heller also noted that when he was out there, a neighbor came out to see why he was there. He told them he was with the Board of Education. It appears that the neighbor has a portion of land he is taking care of which he thinks is his. When in actuality it is owned by the City and he is encroaching on the property. His concern was that if you sold the property to D'Amato then you will be giving away this land that the neighbor thinks is his and would be a contentious issue.

Councilwoman Tyler will visit the property and Councilman Howe will take pictures for the Committee.

No action taken.

3. Candlewood Drive properties

Attorney Steeg stated that he had sent a second letter out to the neighbor, along with a copy to another neighbor, Mr. Drechsler. Mr. Drechsler, who is an engineer, had previously indicated that he would obtain a survey. Attorney Steeg hasn't heard back from anyone. Attorney Steeg will send another letter to Mr. Drechsler. He stated that this issue is an easy fix and suggested that the City put up a fence along its property. It was also suggested that the neighbors get together and collectively hire their own surveyor. He stated he will ask Drechsler to have the neighbors chip in for a surveyor.

4. 64 Washington Street

Attorney Steeg stated that he and Ryan Heller met with the neighbor and showed her where her driveway was encroaching on City property. A survey was completed and we are just waiting for a site plan for the Firehouse location. The City will contact the neighbor once we have the site plan and determine what the next steps to take are. It could be as simple as giving an easement or selling a portion of the firehouse property. The neighbor understands and is cooperating.

No action taken.

ADJOURNMENT

MOTION: To adjourn at 5:35 P.M.

By: Howe

Seconded: Tyler

For: Tyler and Howe

Against: None.

Abstained: None.

This meeting was recorded.

Respectfully submitted,

Noelle Bates

Recording Secretary