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**Minutes**

Regular Meeting of July 22, 2021  
Code Enforcement Committee

**Committee Members Present:** Nick Puorro, Police Officer; Kevin Elak, Acting Director of Health; Dean Lisitano, Chief Building Official; Christopher Holden, Deputy Director of Public Works; Art Higgins, Fire Marshal; Gary Gessaro, Fire Marshal; Jason Hurlbut, Deputy Fire Marshal; and Christopher Forte, Assistant General Counsel.

**Members of the Public:** None

1. **Call to Order By Staff**

Assistant General Counsel Forte called the meeting to order at 9:05 a.m.

2. **Approval of Minutes**

A. Review and approval of the minutes of the June 24, 2021 regular meeting.

**MOTION:** Fire Marshal Higgins made a motion to approve the June 24, 2021 minutes. Officer Puorro seconded the motion. Motion passed unanimously at 9:05 am.

3. **Public Session-** No members of the public present.

4. **New Business**

A. **Mayor's Office.**

1) Update from the Mayor's Office. Absent. No updates.

B. **Public Works.**

1) Update from the Public Works Department.

a. 529 Boston Road: Report through SeeClickFix of blight on the property. Public Works and the Zoning Enforcement Officer will inspect and report back to determine if any action is needed.

C. **Health Department.**

1) Update from the Health Department. No updates.

**D. Department of Land Use.**

- 1) Update from the Department of Land Use. Absent. No updates.

**E. Building Department.**

- 1) Update from the Building Department. No updates.

**F. Police Department.**

- 1) Update from the Police Department. No updates.

**G. City Fire.**

- 1) Update from City Fire. No updates.

**H. South Fire District.**

- 1) Update from South Fire District. No updates.

**I. Westfield Fire District.**

- 1) Update from the Westfield Fire District. No updates.

**J. Office of the General Counsel.**

- 1) Update from the Office of the General Counsel. No updates.

**5. Old Business**

**A. Mayor's Office**

- 1) Wharfside Commons. Report to the Mayor's Office of water and mildew in units, illegal activity in park, and disrepair in the common areas of the property. Police Department and Planning, Conservation and Development Department inspected and has stepped up patrols of the area. City Fire did a safety code inspection and found no major violations. Since the last meeting Acting Public Health Manager Sparks met with some tenants to walk through the property. Found trash located on adjacent lots behind Wharfside Commons, and the Health Department is working with the owners to get that cleaned up. Tenants also complained about noise from inside the building, so will refer those complaints to PD if appropriate. Since the last meeting in June, no further reports to Health or PD. Will continue to monitor.

**B. Department of Land Use. Absent, no updates.**

- 1) 159 Boston Road: The Building Department became aware that the power was turned off to the building due to the fact that the building is in disrepair, with holes in the roof and blight in the yard. PCD issued a blight order and a zoning order for abandoned vehicles on the property. Orders have been issued against the property, and the owners have made some progress to remediate the violations.

- 2) 212 Sisk Street: The Planning, Conservation and Development Office was made aware that this property was in a state of disrepair, including having a hole in the roof, and junk located in the back of the property. Zoning and Wetlands Enforcement Officer Baia has issued blight and zoning orders against the property, and the violations have not been remediated. PCD will issue a Citation, and will look to initiate clean-and-lien procedures if no action has been taken to remediate the violations.
- 3) 520 East Main Street: A hole in the roof exists on this property. The Zoning Enforcement Office issued blight orders on the property. The owner is working with the ZEO and Building Department to remediate the violations. PCD will issue a Citation, and will look to initiate clean-and-lien procedures if no action has been taken to remediate the violations.
- 4) Congden and Aspen: Overgrown bushes and vegetation on the property that is encroaching on the sidewalks. Zoning Enforcement Officer Baia stated that he will follow up with an inspection to determine if any further action is required. Violations remediated, no further action required.

**C. Health Department.** No updates.

- 1) 399 deKoven Drive. The Health Department has issued legal orders against the property owner and tenants for violations in the property. Citations have been issued. Health Department needs to schedule an inspection to see what violations have been remediated and what have not. The violations that resulted in the condemnation of one of the units have been corrected and the tenants have been allowed to return. Will continue to monitor.
- 2) 153 Liberty Street. The Health Department condemned the property, which is bank owned. The property appears to be abandoned, doors have been removed and there is trash located on the property, and the back porch is unstable and unsafe. The bank that owns the property is now in the process of remediating the violations. Will continue to monitor.

**D. City Fire.**

- 1) 52 North Main Street. The Health Department forwarded this to City Fire, there are reports of illegal gatherings on the premises in violation of COVID-19 guidelines. City Fire inspected the premises and found numerous Fire Code violations, including potentially people living in the building. The Fire Department and Planning, Conservation and

Development have issued orders on the property. The owner has started to work to bring some violations into compliance. Will continue to monitor

**E. South Fire District. Absent, no updates.**

- 1) Open Burning Ordinance. The fire marshals are reviewing the City's open burn ordinance and will contact the Office of the General Counsel when they are ready to propose changes. Will continue to monitor.

**F. Westfield Fire District. Absent, no updates.**

- 1) Fire Hydrant Repair or Replacement –City and Private. Fire Marshal Higgins raised the issue of fire hydrants that may be defective or do not work around the City. AGC Forte informed the Committee that the Office of the General Counsel attempted to work with the Water & Sewer Department in 2018 on this issue. Will continue to monitor.

**6. Adjournment**

**MOTION:** Chief Building Official Lisitano made a motion to adjourn. Fire Marshal Gessaro seconded the motion. Motion passed unanimously at 9:16 am.

The Committee adjourned at 9:16 a.m.

cc: Hon. Benjamin Florsheim, Mayor  
Code Enforcement Committee Members  
OGC Personnel