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Minutes

Regular Meeting of September 23, 2021
Code Enforcement Committee

Committee Members Present: Jennifer Sparks, Public Health Sanitarian Enforcement Officer; Dean Lisitano, Chief Building Official; Christopher Holden, Deputy Director of Public Works; Art Higgins, Fire Marshal; Gary Gessaro, Fire Marshal; James Mastroianni, Fire Marshal; Jason Hurlbut, Deputy Fire Marshal; Marek Kozikowski, Director of Land Use; Ron Baia, Zoning/Blight Enforcement Officer; and Brig Smith, General Counsel.

Members of the Public: Kerry Kinci

1. **Call to Order By Staff**

General Counsel Smith called the meeting to order at 9:03 a.m.

2. **Approval of Minutes**

A. Review and approval of the minutes of the September 9, 2021 regular meeting.

MOTION: Chief Building Official Lisitano made a motion to approve the September 9, 2021 minutes. Public Health Officer Sparks seconded the motion. Motion passed unanimously.

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

4. **New Business**

A. **Mayor's Office.**

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

B. **Public Works.**

1) Update from the Public Works Department. No updates.

C. **Health Department.**

1) Update from the Health Department. No updates.

D. Department of Land Use.

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

E. Building Department.

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

F. Police Department.

- 1) Update from the Police Department.
- 2) 15 Rapallo Ave (Illegal Dumping) Party was identified and ticketed for illegal dumping.

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. No new developments since last meeting. Continuing to work with tenant, who is gathering complaints from neighbors to coordinate.
- 2) Spencer School. Traffic issue has been resolved.

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

- 1) 876 Newfield Street. No housing code violations right now. Will monitor status. Fire code violations cited and abated. Building vacant and need to monitor status. Former rest home. Owner surrendered license and was fined by the state.
- 2) 529 Boston Road. Included in error.
- 3) 159 Boston Road. Damaged roof. Building occupied and power turned off. Health Department to do site visit.
- 4) 212 Sisk Street. Cluttered yard. Looking at clean-and-lien. Will coordinate with OGC.

- 5) 520 East Main Street. Grass is cut. One extra unregistered vehicle has been removed. Damaged roof covered by tarp and needs to be replaced. Working with owner. Unoccupied.

C. Health Department.

- 1) 399 deKoven Drive. Some violations corrected but some remain. Potential new owner, but there are some issues in closing because of outstanding city liens on the property (approximately \$4000). City has identified a new citation officer, which will be presented to Common Council for approval. Fire code violations have been abated.

D. Police Department.

- 1) Mortimer Cemetery. Patrol continues. Adjacent landowner had vines and straps as part of the garden. He was advised to discontinue at the end of the season.

E. City Fire.

- 1) 52 North Main Street. Spoke with owner, who is getting quotes for new fire alarm. Inspection scheduled for week for September 27th.

F. South Fire District.

- 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. No further action required.

6. Adjournment

MOTION: Chief Building Official Lisitano made a motion to adjourn. Deputy Fire Marshal Hurlbut seconded the motion. Motion passed unanimously.

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