

COPY

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# City of Bristol

## Office of Corporation Counsel

March 18, 2026

Bristol Board of Education  
129 Church Street  
Bristol, CT 06010

Re: Encroachment of South Side School property

Dear Commissioners:

Over the last couple of years, the Real Estate Committee of the Bristol City Council has been auditing city owned properties to ascertain if personal property (i.e. sheds, fences, etc.) of adjoining property owners have been encroaching on city owned properties.

One such property appears to be encroaching on the South Side School property located at 21 Tuttle Road. It appears that the adjoining property owner has a shed and a playscape on school property. Attached is copy of GIS photograph for reference.

At its February 11, 2025 meeting, the Bristol City Council passed an encroachment policy for city owned properties not considered as "open space" with the following two options:

- a. The city can pursue removing all structures and personal property off of the city owned property; or
- b. Enter into a boundary line adjustment with the encroaching neighbor with all expenses, including but not limited to survey costs, attorney's fees, etc. being the responsibility of the encroaching property owner.

At the March 2, 2026 Real Estate Committee Meeting, the adjoining property owner proposed purchasing a small portion of the school property or alternatively, signing a hold harmless agreement indemnifying the City of Bristol. The committee voted to send a letter to the Board of Education seeking approval to sell. If approved, the neighbor would be responsible for all costs as detailed in the aforementioned policy.

The next Real Estate Committee Meeting is April 6, 2026 so I would greatly appreciate a response so that I may inform the committee at that time.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Jeffrey R. Steeg". The signature is stylized and cursive, with a long horizontal stroke extending to the right.

Jeffrey R. Steeg

JRS:ml  
enclosure

CC:

Mayor Ellen Zoppo-Sassu  
Greg Hahn, Councilman, Chair of Real Estate Committee  
Erik Rosengren, Councilman, member of Real Estate Committee  
Mark Dickau, Councilman, member of Real Estate Committee  
Peter Kelley, Councilman, Board of Education liason

TUMBLE ROAD

